

(Agenda of meeting was posted in the central lobby and outside of the Ray Jordan Tulsa County Administration building on August 8, 2019 at 4:11 p.m.)

MINUTES
Monday, August 12, 2019

I. CALL TO ORDER

The Board of County Commissioners (BOCC) met at the hour of 9:30 a.m. with the following members present: Commissioner Stan Sallee, Commissioner Ron Peters, Commissioner Karen Keith. Others present: Michael Willis, County Clerk.

Karen Keith, Chairman, called the meeting to order at 9:30 a.m. and the following business was transacted:

II. ANNOUNCEMENTS

County Events and Status Updates for Comment and Discussion from: Administrative Services, Building Operations, Court Services, Election Board, Human Resources, Information Technology, Parks, Purchasing, Social Services, Engineering, Highways, Inspections, Sheriff, Assessor, County Clerk, Court Clerk, Treasurer, District Attorney, Presiding Judge, Juvenile Justice, Expo Square, INCOG, Tulsa Area Emergency Management Agency, OSU Extension, CC Library, CC Health Department, River Parks Authority, Levee Drainage District #12, Board of County Commissioners Chief Deputies, Director of Governmental Affairs

Chairman advised the announcements and County Events and Status updates were open for comment and discussion. The Departments with information gave a report.

III. NEW BUSINESS

In accordance with the Open Meeting Act, Title 25 O.S. § 311.A.10, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

There was no new business.

IV. MINUTES

A. Board of County Commissioner's Meeting of August 5, 2019

B. Board of County Commissioner's Special Meeting of August 7, 2019

Motion made by Ron Peters, seconded by Stan Sallee, to approve the Minutes. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

V. REPORTS

A. Elected Official - County Clerk - Monthly for 7/19 (Clerk's Misc. File No. 20190256)

B. County Department - Election Board - Monthly for 7/19 (Clerk's Misc. File No. 20190257)

Motion made by Stan Sallee, seconded by Ron Peters, to approve and authorize execution by the Commission. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

VI. UNFINISHED BUSINESS

- A. Bid Award - (TC Central Garage) - High Pursuit Tires - to The Goodyear Tire & Rubber Company, the lowest and best bid received. This award is for one year beginning 8/18/19 (Clerk's Misc. File No. 20190258)

Motion made by Ron Peters, seconded by Stan Sallee, to approve the Bid Award. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

- B. Amendment #1 - (Sheriff) - to the Award for Inmate E-Cigarettes and Supplies to Custom Technologies, LLC, to extend award for one year beginning 8/28/19 with no changes to pricing or terms of the bid. The bid was originally awarded to Romo, LLC dba Crossbar Electronic Cigarettes, CMF #245905. On February 19, 2019, due to the numerous complaints, the bid was rescinded from Romo, LLC, and re-awarded to the next lowest ranked vendor at time of bid award, Custom Technologies, LLC, CMF #247046. (Clerk's Misc. File No. 20190259)

Motion made by Stan Sallee, seconded by Ron Peters, to approve and authorize execution by the Chairman. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

- C. Amendment #9 - (Treasurer) - to the Award for Production and Mailing of Data, Forms and Envelopes to Automated Mail Service, CMF #215774, to renew the award for a one year beginning 9/13/19 with no changes to the terms of the bid (Clerk's Misc. File No. 20190260)

Motion made by Ron Peters, seconded by Stan Sallee, to approve and authorize execution by the Chairman. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

- D. Change Orders - Board of County Commissioners:

1. #1 - to the Agreement with Interior Concepts, Inc., for the Tulsa County "HQ" Administration Building Renovations Bid Package 09B (Flooring), CMF #248213, to remove new tile for the existing core bathroom locations as it has been decided to keep the existing tile in these locations. The contract time is unaffected by this change order. The contract sum will be decreased by \$110,791 with a new total contract sum of \$775,709 (Clerk's Misc. File No. 20190261)
2. #3 - to the Agreement with Total Demolition Services, LLC for the Tulsa County "HQ" Administration Building Renovations Bid Package 02A (Selective Demolition), CMF #247512, to remove a column in the fourth-floor breakroom. The contract time is unaffected by this change order. The contract sum will be increased by \$506 with a new total contract sum of \$388,070 (Clerk's Misc. File No. 20190262)

Motion made by Stan Sallee, seconded by Ron Peters, to approve and authorize execution by the Chairman. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

VII. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 8/19/19 (Clerk's Misc. File No. 20190263)

Motion made by Ron Peters, seconded by Stan Sallee, to approve the Gasoline and Diesel Fuel Quotes. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

B. Documents for Sale of County Property - Treasurer:

1. Parcel #26525-02-25-16320, LT 7 LESS W135 THEREOF BLK 1, MCCUNE ADDN, to GPK Opportunity LLC, for the sum of \$3 the highest competitive bid, plus any additional and separate charge for apportioned cost of \$136.81, total paid \$139.81 (Clerk's Misc. File No. 2019064)
2. Parcel #40525-02-24-11210, LT 8 BLK 15, STANDARD HGTS AMD, to GPK Opportunity LLC, for the sum of \$3 the highest competitive bid, plus any additional and separate charge for apportioned cost of \$134.81, total paid \$137.81 (Clerk's Misc. File No. 20190265)
3. Parcel #43300-03-29-11710, LT 210 BK 17, TULSA HGTS, to GPK Opportunity LLC, for the sum of \$3 the highest competitive bid, plus any additional and separate charge for apportioned cost of \$134.81, total paid \$137.81 (Clerk's Misc. File No. 20190266)
4. Parcel #43300-03-29-13160, LT 358 BK 28, TULSA HGTS, to GPK Opportunity LLC, for the sum of \$3 the highest competitive bid, plus any additional and separate charge for apportioned cost of \$134.81, total paid \$137.81 (Clerk's Misc. File No. 20190267)
5. Parcel #44200-02-11-00110, LT 11 BLK 1, VALLEY VIEW ACRES, to GPK Opportunity LLC, for the sum of \$3 the highest competitive bid, plus any additional and separate charge for apportioned cost of \$134.81, total paid \$137.81 (Clerk's Misc. File No. 20190268)
6. Parcel #44200-02-11-00770, LT 19 BLK 4, VALLEY VIEW ACRES, to GPK Opportunity LLC, for the sum of \$3 the highest competitive bid, plus any additional and separate charge for apportioned cost of \$134.81, total paid \$137.81 (Clerk's Misc. File No. 20190269)
7. Parcel #44200-02-11-02620, LT 30 BLK 11, VALLEY VIEW ACRES, to GPK Opportunity LLC, for the sum of \$3 the highest competitive bid, plus any additional and separate charge for apportioned cost of \$134.81, total paid \$137.81 (Clerk's Misc. File No. 20190270)
8. Parcel #44225-02-12-09570, LT 10 BLK 36, VALLEY VIEW ACRES SECOND ADDN, to GPK Opportunity LLC, for the sum of \$3 the highest competitive bid, plus any additional and separate charge for apportioned cost of \$136.81, total paid \$139.81 (Clerk's Misc. File No. 20190271)
9. Parcel #44250-02-12-15120, LT 10 BLK 54, VALLEY VIEW ACRES THIRD ADDN, to GPK Opportunity LLC, for the sum of \$3 the highest competitive bid, plus any additional and separate charge for apportioned cost of \$136.81, total paid \$139.81 (Clerk's Misc. File No. 20190272)
10. Parcel #53850-02-02-02940, LT 17 BK 3, NORTHGATE THIRD ADDN, to GPK Opportunity LLC, for the sum of \$3 the highest competitive bid, plus any additional and separate charge for apportioned cost of \$134.81, total paid \$137.81 (Clerk's Misc. File No. 20190273)

Motion made by Stan Saltee, seconded by Ron Peters, to approve and authorize execution by the Commission. Upon roll call, Yes - Stan Saltee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

C. Requests for Approval:

1. Board of County Commissioners - for the Oklahoma State Auditor and Inspector's Office to Engage in a Financial and Federal Audit with Tulsa County for FY 2019 (Clerk's Misc. File No. 20190274)

Motion made by Ron Peters, seconded by Stan Sallee, to approve the Request. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

2. Human Resources:
 - a. Educational Assistance Program Policy, TCP 108, establishing policies and procedures for the Tulsa County Educational Assistance Program for full time regular employees (Clerk's Misc. File No. 20190275)
 - b. Smoking, Vaping and Tobacco Use on County Property and in County Vehicles, TCP 026, establishing provisions, effective January 1, 2020, for a campus-wide tobacco-free and smoke-free property, prohibiting smoking, use of electronic smoking devices ("vaping"), and all forms of tobacco use, whether indoors or outdoors, on all Tulsa County property and in all Tulsa County vehicles owned or operated under BOCC authority, except in two partially excepted locations: (1) outdoor golf course areas for Parks visitors when more than 25 feet away from building entrances and exits, if permitted by the County Parks Director; and (2) the David L. Moss Criminal Justice Center (DLM) for use of e-cigarettes by inmates, if permitted by the Tulsa County Sheriff (Clerk's Misc. File No. 20190276)
 - c. to Purchase Safety Awards for Annual Safety Incentive Program, gift cards in the amounts of 195 cards of \$100 totaling \$19,500, 32 cards of \$75 totaling \$2,400, 18 cards of \$50 totaling \$900 and 9 cards of \$25 totaling \$225 with a grand total of \$23,025 (Clerk's Misc. File No. 20190277)
3. Parks - to accept the following donations:
 - a. \$750 from United States Tennis Association for LaFortune Tennis (Clerk's Misc. File No. 20190278)
 - b. \$2,500 from Morgan Stanley for LaFortune Tennis (Clerk's Misc. File No. 20190279)

Motion made by Stan Sallee, seconded by Ron Peters, to approve and authorize execution, as needed. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

- D. Tort Claim - (District Attorney) - TC-2019-16, Claimant: Cheryl A. Turnipseed to approve in the amount of \$1,556.18 for incident on 4/25/19 (Clerk's Misc. File No. 20190280)

Motion made by Stan Sallee, seconded by Ron Peters, to approve the recommendation of the District Attorney. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

E. Agreements:

1. Board of County Commissioners - INCOG:
 - a. for Administrative Services for CDBG Urban County Program for FY2019-2020 in the amount of \$215,018 (Clerk's Misc. File No. 20190281)
 - b. for Administrative Services for HOME Consortium Program for FY 2019-2020 in the amount of \$100,126 (Clerk's Misc. File No. 20190282)

2. Building Operations:
 - a. DLSS Systems, LLC - for Alarm Monitoring at TC Central Garage located at 2321 S. Charles Page Blvd., Tulsa, OK 74127; cost of \$34.95/mo. (Clerk's Misc. File No. 20190283)
 - b. Tulsa CC Health Department - for Fleet Maintenance on Tulsa City-County Health Department Owned Vehicles for FY 2019-2020 (Clerk's Misc. File No. 20190284)
3. Court Clerk - Kodak Alaris, Inc. - for Services Pertaining to Workstations and Image Link Advanced Film Controller; cost of \$3,138.80 (Clerk's Misc. File No. 20190285)

Motion made by Stan Sallee, seconded by Ron Peters, to approve and authorize execution by the Chairman. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

4. Employees' Retirement System of Tulsa County - Stanfield + O'Dell, P.C. - for Auditing Services - Deferred

Motion made by Stan Sallee, seconded by Ron Peters, to defer the agreement. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

5. Juvenile Bureau - Lincoln County - for Temporary Custody of Juveniles for FY 2019-2020 (Clerk's Misc. File No. 20190286)

Motion made by Stan Sallee, seconded by Ron Peters, to approve and authorize execution by the Chairman. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

F. Agreement Renewals:

1. Building Operations - American Services, Inc. - for renewal of CMF #246260 for FY 2019-2020 (Clerk's Misc. File No. 20190287)
2. Employees' Retirement System of Tulsa County - Barrow, Hanley, Mewhinney & Strauss, LLC - for renewal of CMF #245705 for FY 2019-2020 (Clerk's Misc. File No. 20190288)
3. Sheriff - Cox Business - for renewal of CMF #245098 for FY 2019-2020 (Clerk's Misc. File No. 20190289)

Motion made by Ron Peters, seconded by Stan Sallee, to approve and authorize execution by the Chairman. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

G. Requests to Advertise for Bids:

1. Board of County Commissioners - Tulsa County HQ Building Access Control & Video Surveillance (Clerk's Misc. File No. 20190290)
2. Sheriff - Four (4) or More Used 2017, 2018, 2019, or 2020 Dodge Charger Pursuit AWD Vehicles (Clerk's Misc. File No. 20190291)
3. TC Departments:
 - a. Temporary Labor (Clerk's Misc. File No. 20190292)
 - b. Temporary to Hire Staffing (Clerk's Misc. File No. 20190293)
Bid #1 to be received by 4:00 p.m. on 9/27/19 and to open on 9/30/19 at 9:30 a.m.
Bid #2 to be received by 4:00 p.m. on 9/6/19 and to open on 9/9/19 at 9:30 a.m.
Bids #3a & #3b to be received by 4:00 p.m. on 9/13/19 and to open on 9/16/19 at 9:30 a.m.

Motion made by Stan Sallee, seconded by Ron Peters, to approve the Requests to Advertise. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

H. Inventory Resolutions:

1. Assessor - Surplus (Clerk's Misc. File No. 20190294)
2. Highways - Junked (Clerk's Misc. File No. 20190295)
3. Social Services - Junked (Clerk's Misc. File No. 20190296)

Motion made by Ron Peters, seconded by Stan Sallee, to approve and authorize execution by the Chairman. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

I. Sole Sources:

1. Building Operations - Veolia Energy Tulsa, Inc. - for heating and cooling service (Clerk's Misc. File No. 20190297)
2. Parks - Power Play, LLC - for all products manufactured by Vortex Aquatic Structures International (Clerk's Misc. File No. 20190298)
3. Sheriff - Total Radio, Inc. - for service on Motorola products (Clerk's Misc. File No. 20190299)

Motion made by Stan Sallee, seconded by Ron Peters, to approve and authorize execution by the Chairman. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

- J. Utility Permit - (Engineers) - Oklahoma Natural Gas Company, a Division of ONEOK, Inc. - to cross E. 181st St. +/- 3 miles S. and 4.31 miles E. of US Hwy 75 & SH 67 Jct. and further described as 2,540' W. of the NE/C of Section 4, Township 16N, Range 13E by boring for 3/4" line (Clerk's Misc. File No. 20190300)

Motion made by Ron Peters, seconded by Stan Sallee, to approve and authorize execution by the Chairman. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

K. Travel/Training:

1. Election Board - Tommy Neal, Casey Reynolds and Mike Broad to Oklahoma Safety Council Forklift Operator Training on 10/8/19 in Tulsa, OK; cost of \$165 (Clerk's Misc. File No. 20190301)
2. Human Resources:
 - a. Kathy Burrows to 2019 Workday Rising Conference from 10/14-17/19 in Orlando, FL; cost of \$1,881 (Clerk's Misc. File No. 20190302)
 - b. Teri Snow and David Hayes to OSHA Compliance 2020 Conference on 10/21/19 in Tulsa, OK; cost of \$358 (Clerk's Misc. File No. 20190303)
3. IT - Jeff Droll and Alan Vanderburg to Workday Software Conference from 10/13-17/19 in Orlando, FL; cost of \$3,100 per person (Clerk's Misc. File No. 20190304)
4. OSU Extension - Lisa Nicholson to National Youth Science Day Training on 8/21/19 in Stillwater, OK; cost of \$80 (Clerk's Misc. File No. 20190305)

Motion made by Stan Sallee, seconded by Ron Peters, to approve the Travel/Training Requests. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

L. Personnel Actions:

1. Administrative Services (Clerk's Misc. File No. 20190306)
2. Election Board (Clerk's Misc. File No. 20190307)
3. Highways (Clerk's Misc. File No. 20190308)
4. Parks (Clerk's Misc. File No. 20190309)

Motion made by Ron Peters, seconded by Stan Sallee, to approve the Personnel Actions. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

M. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20190310)

Motion made by Stan Sallee, seconded by Ron Peters, to accept and file the Juvenile Bureau Personnel Actions. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

N. CC Health Department Documents to Accept & File:

1. Agreements:

- a. Cleveland Management, LLC formerly MTC Investments, Inc. - for lease of office space in Owasso for WIC Clinic from 10/1/19 to 9/30/20; cost of \$950/mo. (Clerk's Misc. File No. 20190311)
- b. North Tulsa Community Coalition - for sponsorship of Joyful Movements Event for Healthy Living Program from 7/1/19 to 7/31/19; cost of \$350 (Clerk's Misc. File No. 20190312)

2. Personnel Actions (Clerk's Misc. File No. 20190313)

3. Travel/Training: Esther Kam attended 2nd International Conference on Child Maltreatment from 5/15-16/19 in Tulsa, OK; cost of \$60; Maria Young attended FSPS/Child Guidance Annual Meeting from 7/8-9/19 in Moore, OK; cost of \$228.46; Heaven Kupiec attended Records Consultant Meeting on 8/8/19 in OKC, OK; cost of \$336.36; Brandi Tippit to 2019 State WIC Conference from 8/28-30/19 in Norman, OK; cost of \$514.80; Felix Ngouan to Oklahoma Society of Environmental Health Professionals from 9/5-6/19 in OKC, OK; cost of \$120; Charley Daniel to Southern Obesity Summit from 10/28-30/19 in OKC, OK; cost of \$963.53; Ingrid Alvarez, Joyce Kelly, and Michelle Rains to OPHA – Oklahoma Public Health Association Conference from 10/22-23/19 in Tulsa, OK; cost of \$450; Jessica Guevara-Robles to courses; Spanish for First Responders, Capstone: Law Office Operations and Ethics, Criminal Litigation, and Criminal Investigation, NSU, Fall 2019; cost of \$2,500; Jeny Alexandra Long to course; Human Anatomy and Physiology, TCC, Fall 2019; cost of \$595 (Clerk's Misc. File No. 20190314)

Motion made by Ron Peters, seconded by Stan Sallee, to accept and file the CC Health Documents. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

O. Claims to be Disallowed (payments cancelled as of 8/5-9/19)

There were no claims to be disallowed.

P. Claims (payments for bills to be paid by 7/29-8/2/19)

Motion made by Stan Sallee, seconded by Ron Peters, to approve and authorize execution by the Commission. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

Q. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 8/5-9/19

Motion made by Ron Peters, seconded by Stan Sallee, to approve and authorize execution by the Commission. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

R. Executive Session - (District Attorney) - Requested By Matt Kehoe, Pursuant to 25 O.S. § 307(B)(4), I am requesting that this matter be discussed in Executive Session between the Board and its attorney, for the purpose of confidential communications concerning possible official action regarding a pending claim in Tort Claim TC-2018-56, Isaac Welsh v. BOCC, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest

Motion made by Ron Peters, seconded by Stan Sallee, to go into Executive Session. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:40 a.m.

Motion made by Ron Peters, seconded by Stan Sallee, to reconvene the regular meeting at 9:46 a.m. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

S. Discussion and Possible Action Regarding Executive Session Item

Motion made by Stan Sallee, seconded by Ron Peters, to designate Commissioner Peters to negotiate settlement on behalf of Tulsa County up to the amount discussed in Executive Session for Tort Claim TC-2018-56, Isaac Welsh v. BOCC. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20190315)

VIII. ADJOURN

Motion made by Ron Peters, seconded by Stan Sallee, to adjourn the meeting. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS

Karen Keith, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk