

(Agenda of meeting was posted in the central lobby and outside of the Ray Jordan Tulsa County Administration Building and on the Tulsa County website at www.tulsacounty.org on December 18, 2020 at 9:16 a.m.)

MINUTES
Monday, December 21, 2020

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 Karen Keith, Commissioner Stan Sallee and Commissioner Ron Peters. Others present: County Clerk Michael Willis.

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

II. MINUTES

A. Board of County Commissioner's Meeting of December 14, 2020

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

III. UNFINISHED BUSINESS

A. Bid Openings - (TC Departments) - Vehicle Lubricants and Antifreeze

1. O'Reilly Auto Parts (Clerk's Misc. File No. 20203062)
2. Timmons Oil Company, Inc. (Clerk's Misc. File No. 20203063)

Motion made by Karen Keith, seconded by Stan Sallee, to refer the bids to TC Departments and Procurement for analysis, review and recommendation on January 4, 2021. Upon roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

B. Bid Award & Recommendation - (TC Departments) - Hygiene Supplies - to Bob Barker Company, Inc. and Correct Commissary, LLC, the lowest and best bids received. This award is for one year beginning 1/12/2021 (Clerk's Misc. File No. 20203064)

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

C. Amendments - TC Departments:

1. #4 to the award for Deodorizing Agents and Cleaners to multiple vendors, CMF #20200757. Tulsa County Procurement was notified by Advanced Industrial Solutions of a price increase on Zenex 20 oz. foaming disinfectant to \$2.25 per can and \$27.00 for a case of twelve. Advanced Industrial Solutions is still the lowest bidder with the price increase (Clerk's Misc. File No. 20203065)
2. #11 to the bid award for Trash Service to American Waste Control, Inc., CMF #239077, to change the address for trash service for Highway District 3, now located at 4959 E. 171st S., Bixby, OK 74008 and to add trash service for the Tulsa County Headquarters "HQ" Building located at 218 W. 6th St., Tulsa, OK 74119, for two eight yard containers serviced four times per week at rate of \$410/mo. (Clerk's Misc. File No. 20203066)

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

D. Change Orders

1. Board of County Commissioners:

- a. #1 to the agreement with Magnum Construction, Inc., for the Tulsa County Courthouse Modifications, CMF #20202673, to replace additional flooring in Room 713 not in the original scope of work. The contract sum will be increased by \$2,850 for a revised total contract sum of \$543,850 (Clerk's Misc. File No. 20203067)
- b. #14 to the agreement with Platinum Mechanical, LLC for the Tulsa County "HQ" Administration Building Renovations bid package 23A (Mechanical), CMF #247946, for a variable frequency drive on exhaust fan 29. The contract sum will be increased by \$1,777 for a revised total contract sum of \$4,370,084 (Clerk's Misc. File No. 20203068)
- c. #21 to the agreement with Talon Commercial Services, LLC for the Tulsa County "HQ" Administration Building Renovations bid package 09A (Drywall), CMF #248061, for drywall finish work at the north entry wall. The contract sum will be increased by \$1,859 for a revised total contract sum of \$2,498,258 (Clerk's Misc. File No. 20203069)

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

- d. #40 to the agreement with A.C. Owen Construction, LLC for the construction of the Tulsa County Maintenance Facilities in Districts 1 and 3, CMF #247111, to add 328 calendar days to the date of substantial completion for the District 1 site making the revised date of substantial completion for this site November 19, 2020. The total contract sum remains \$7,445,363.27 (Clerk's Misc. File No. 20203070)
- e. #41 to the agreement with A.C. Owen Construction, LLC for the construction of the Tulsa County Maintenance Facilities in Districts 1 and 3, CMF #247111, to add 373 calendar days to the date of substantial completion for the District 3 site making the revised date of substantial completion for this site December 1, 2020. The total contract sum remains \$7,445,363.27 (Clerk's Misc. File No. 20203071)

2. Building Operations - to the agreement with Forrest Shoemaker Air-Conditioning, Inc., dba Shoemaker Mechanical for the Tulsa County Annex Building Cooling Tower Replacement, CMF #20202051, to provide a credit for the unused portion of the allowance which was carried in the contractor's base bid for unknown repairs. The contract sum will be decreased by \$6,443.19 for a revised total contract sum of \$103,328.81. The contract time is increased by thirty-two calendar days due to delays by the equipment manufacturer due to the COVID-19 pandemic (Clerk's Misc. File No. 20203072)

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

IV. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 1/4/2021 (Clerk's Misc. File No. 20203073)

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

- B. Resolution on Disposition of Funds/Cash Fund Estimate of Needs from 11/12/2020 to 12/16/2020 (Clerk's Misc. File No. 20203074)

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

- C. Memorandum of Understanding - (Court Clerk) - to create a satellite office for the Court Clerk to provide civil filings such as marriage certificates and passport applications at 123 North Main Street, Broken Arrow, OK 74012 (Clerk's Misc. File No. 20203075)

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

- D. Requests for Approval

1. Board of County Commissioners - authorization for District Attorney to send correspondence on behalf of the Tulsa County Election Board to Formax, Inc., concerning purchase of equipment described in Formax Quote #FMX 12.03.2020 (Clerk's Misc. File No. 20203076)
2. Building Operations - to set parking rate for motorcycle parking in the HQ parking garage at \$10/month (Clerk's Misc. File No. 20203077)
3. INCOG - Action #1 - Designate the County's Chief Executive Officer, the Chairperson, the certifying officer under the National Environmental Policy Act of 1969 to assume overall responsibility for the environmental review process, including signing required certifications. Action #2 - Make a Finding of No Significant Effect on the Environment on the following project: City of Sand Springs FY 2020 North Lincoln Avenue Water Line Replacement Project Phase II (600 to 800 Block North Lincoln Ave) (Clerk's Misc. File No. 20203078)
4. Sheriff - Deputy Will Ramsey, to retain peace officer status and be designated as a Peace Officer, Retired under Title 19 O.S. Sec 553 & Sec 554. Retirement effective 12/31/2020 (Clerk's Misc. File No. 20203079)

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

- E. Resolution - (Engineers) - Authorizing the installation of additional traffic control light facilities at the intersection of 86th Street North & North Sheridan Road (Clerk's Misc. File No. 20203080)

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

- F. Agreements

1. Assessor - City of Jenks - to reserve The Community Room for community outreach on January 20, 2021 from 9:00 a.m. to 4:30 p.m. (Clerk's Misc. File No. 20203081)

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

2. Board of County Commissioners:
 - a. Allied Engineering Group, LLC - for mechanical, electrical, plumbing and fire suppression system consulting services for the renovation of the Ray Jordan Administration Building located at 500 S. Denver Ave., Tulsa, Oklahoma 74103 (Clerk's Misc. File No. 20203082)
 - b. City of Bixby - for right of entry agreement to allow access necessary to perform a parking lot tie-in with a municipal project referred to as Streetscape Improvements for the following described property, Lots 1-14, Block 10,

Midland Addition, Parcel Number 57825732403270, City of Bixby, Tulsa County, OK (Clerk's Misc. File No. 20203083)

- c. City of Skiatook - for allocation of FY2020 CDBG Urban County funds in the amount of \$123,856.50 for waterline rehabilitation on S. Russell Street and E. Elm (Clerk's Misc. File No. 20203084)
- d. Indian Nations Council of Governments (INCOG) - for REAP Transportation Project 2019 funding in the amount of \$60,000 for Industrial Park Road Improvements. This contract terminates and replaces the contract approved on January 22, 2019, CMF #246823, and extends the funding period through September 30, 2021 (Clerk's Misc. File No. 20203085)
- e. The Center for Housing Solutions, Inc. - for third renewal and extension of lease agreement for the former Tulsa County Juvenile Detention Center, CMF #20202118, extending term to 1/31/2021 (Clerk's Misc. File No. 20203086)
- f. Town of Sperry - for allocation of FY2020 CDBG Urban County funds in the amount of \$29,244.50 from FY 2017 and \$123,865.50 from FY 2020 for sanitary sewer line improvement and replacement of a manhole (Clerk's Misc. File No. 20203087)

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

- 3. Court Services - BI, Incorporated - for demonstration electronic monitoring service (Clerk's Misc. File No. 20203088)
- 4. Engineers - Washington County Rural Water District #3 - for revised Utility Relocation Agreement for improvements to N. 127th E. Ave. over Horsepen Creek with updated estimated County cost pursuant to the competitive bids received by the Washington County Rural Water District #3. This agreement terminates and replaces CMF #248134 (Clerk's Misc. File No. 20203089)

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

- 5. IT - Microsoft Corporation - for volume licensing program amendment for multiple discrete products - STRICKEN

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

- 6. Juvenile Bureau - Idemia Identity and Security USA, LLC - for maintenance and support for LiveScan and one printer located at 500 West Archer Avenue, Tulsa, OK 74103 from 9/24/2020 to 9/23/2021 (Clerk's Misc. File No. 20203090)
- 7. Parks - ARENASERVE, LLC - for food service management at LaFortune Grill and South Lakes Grill (Clerk's Misc. File No. 20203091)
- 8. Sheriff - ORCA Digesters, Inc. - for service and maintenance for one OG50 digester located at 300 N. Denver Ave., Tulsa, OK 74172, cost of \$200/mo. (Clerk's Misc. File No. 20203092)

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

- 9. Treasurer - Xerox Corporation - for equipment relocation - STRICKEN

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

G. Inventory Resolutions

1. Engineers:

- a. Retirement Reversal - Mobile Radios (Clerk's Misc. File No. 20203093)
- b. Transfer to Highways - Mobile Radios (Clerk's Misc. File No. 20203094)

2. Highways - Junked - Wood Portable Building (Clerk's Misc. File No. 20203095)

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

H. Sole Source - (County Clerk) - Mid-West Printing - for Enduro replacement binders (Clerk's Misc. File No. 20203096)

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

I. Utility Permit - (Engineers) - Oklahoma Natural Gas Company - to cross E. 161st St. S. (Clerk's Misc. File No. 20203097)

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

J. Travel/Training

1. Board of County Commissioners - Terry Simonson to CODA Winter Conference from 2/2-4/2021 (Clerk's Misc. File No. 20203098)
2. Building Operations - Jeff Dannels to mechanical continuing education course (Clerk's Misc. File No. 20203099)

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

K. Personnel Actions

1. Administrative Services (Clerk's Misc. File No. 20203100)
2. Election Board (Clerk's Misc. File No. 20203101)
3. Highways (Clerk's Misc. File No. 20203102)
4. Parks (Clerk's Misc. File No. 20203103)

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

L. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20203104)

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

M. CC Health Department Personnel Actions to Accept & File (Clerk's Misc. File No. 20203105)

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

N. Claims to be Disallowed (payments cancelled as of 12/14-18/2020)

1. PO #2109540, Vendor Name: Florida Department of Revenue, Warrant # 500034878, Amount Paid \$375 (Clerk's Misc. File No. 20203106)

Motion made by Stan Sallee, seconded by Karen Keith, to cancel and disallow the purchase order. Upon roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

O. Claims (payments for bills to be paid by 12/7-11/2020)

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

P. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 12/14-18/2020
Motion made by Stan Sallee, seconded by Karen Keith, to approve and authorize execution by the Commission. Upon roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

Q. COVID-19 Virus Discussion and Update
Commissioner Keith gave an update on COVID-19 numbers in Tulsa County.

R. Discussion and Possible Action regarding COVID-19 CARES Funding
Requests/Reports/CARES Funding Agreements and Approval of Tulsa County RESET
Loan Applications (Clerk's Misc. File No. 20203107)
Motion made by Karen Keith, seconded by Stan Sallee, to amend the CARES funding requests to add the addendum for TCPFA to receive \$51,781.50 for providing Expo Square facilities to the Tulsa County Health Department for the deployment of the COVID-19 vaccine during the month of December 2020. Upon roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

Motion made by Stan Sallee, seconded by Karen Keith, to approve as amended the CARES funding requests and RESET loan applications. Upon roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

V. 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.

VI. 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.

VII. ADJOURN

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

BOARD OF COUNTY COMMISSIONERS

Stan Sallee, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk

