

(Amended Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at [www.tulsacounty.org](http://www.tulsacounty.org) on January 29, 2021 at 9:13 a.m.)

MINUTES  
Monday, February 1, 2021

I. CALL TO ORDER

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

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

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Sheriff Regalado.

III. 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.

IV. 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.

V. MINUTES

A. Board of County Commissioners Meeting of January 25, 2021

B. Board of County Commissioners Special Meeting of January 25, 2021

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

VI. UNFINISHED BUSINESS

A. Bid Award & Recommendation - (Board of County Commissioners) - Ray Jordan Administration Building Glass & Glazing - to AAA Glass & Mirror of Oklahoma, LLC in the total amount of \$161,700 which includes the Base Bid and no alternates, the lowest and best bid received (Clerk's Misc. File No. 20210182)

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

B. Addendum #1 - (Highways) - to the Notice to Bidders for Hydro-Mulching Services set to open on 2/8/2021, to provide answers to vendor questions (Clerk's Misc. File No. 20210183)

Motion made by Karen Keith, seconded by Vicki Adams, to approve the addendum. Upon roll call, Yes - Karen Keith, Vicki Adams, Stan Sallee. No - None. Abstain - None. Motion carried.

C. Amendments

1. Engineers - #1 to the proposal award for On-Call Surveying Services to Guy Engineering, CEC and Tanner Consulting, CMF #20200532, to extend for one year beginning 3/9/2021 with no changes to terms of the current award (Clerk's Misc. File No. 20210184)
2. TC Departments:
  - a. #2 to the bid award for Office Supplies to Admiral Express, CMF #20200598, to renew for six month period beginning 4/7/2021 with no changes to pricing or terms of original bid (Clerk's Misc. File No. 20210185)
  - b. #2 to the bid award for Print Cartridges to Beyond Technology, CMF #20200599, to renew for six month period beginning 4/7/2021 with no changes to pricing or terms of original bid (Clerk's Misc. File No. 20210186)

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

VII. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending February 8, 2021 (Clerk's Misc. File No. 20210187)

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

- B. Requests for Approval - Board of County Commissioners:

1. Consider and take action on the approval or disapproval of a certain form of Agreement presented to this meeting in connection with Vision 2025, authorizing the Chairman upon advice of counsel to make changes to the form of such Agreement and to execute and deliver this Agreement and all documents and agreements as may be necessary or required: Third Amendment to Capital Improvements Agreement by and between the Board of County Commissioners of Tulsa County, Oklahoma, and the City of Broken Arrow, Oklahoma (Broken Arrow Creative Arts Center-Rose District Project) (Clerk's Misc. File No. 20210188)

Motion made by Vicki Adams, seconded by Karen Keith, to approve the request. Upon roll call, Yes - Karen Keith, Vicki Adams, Stan Sallee. No - None. Abstain - None. Motion carried.

2. Working Remotely (Telecommuting) Policy, TCP 132 - Establishing policies for elected officials, department heads, and supervisors (hereby referred to as "management") to utilize when determining employee eligibility for remote work, approving requests to telecommute, and conducting performance management of remote employees. Also provides guidelines and rules for remote work (telecommuting) for Tulsa County employees (Clerk's Misc. File No. 20210189)

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

- C. Resolution - (Drainage District #12) - Rigos Concrete LLC, Parcel #00000-51-80-02206, Item #20-20-5001600-001-2, Assessed Value \$4,897, Tax Amount \$48, Amount to Strike \$48 (Clerk's Misc. File No. 20210190)

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

D. Agreements

1. Assessor - Two Men and a Truck - for release of liability for moving discrete items from the Ray Jordan Administration Building to Tulsa County HQ (Clerk's Misc. File No. 20210191)
2. Board of County Commissioners:
  - a. L&M Office Furniture, LLC - for Tulsa County Ray Jordan Administration Building Renovations Bid Package 09-02-C (Flooring and Base) (Clerk's Misc. File No. 20210192)
  - b. Stava Building, LLC dba Stava Building Corporation - for the Tulsa County Headquarters Building 9th Floor Modifications (Clerk's Misc. File No. 20210193)
3. Sheriff - Digi Security Systems - for IP upgrade with camera & Petabyte Server Additions Plus Failover (Clerk's Misc. File No. 20210194)

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

E. Inventory Resolutions

1. Assessor:
  - a. Transfer to Highway District 3 - Couch, Loveseat and Chair (Clerk's Misc. File No. 20210195)
  - b. Transfer to TAEMA - Desk (Clerk's Misc. File No. 20210196)
2. Building Operations - Surplus - 6 HP Computers and 2 DELL Computers (Clerk's Misc. File No. 20210197)
3. Human Resources - Junked - 2 Apple iPads and 1 Microsoft Surface Pro (Clerk's Misc. File No. 20210198)
4. Sheriff - Junked - Glory Currency Discriminator, Speed Queen Washer and 2 MorphoTrak LiveScans (Clerk's Misc. File No. 20210199)

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

F. Utility Permits - Engineers:

1. Oklahoma Natural Gas Company - to cross E. 161st St. S. (Clerk's Misc. File No. 20210200)
2. Phillips 66 Carrier, LLC:
  - a. to cross S. 31st W. Ave. (Clerk's Misc. File No. 20210201)
  - b. to cross S. 33rd W. Ave. (Clerk's Misc. File No. 20210202)
  - c. to cross S. 193rd West Ave. (Clerk's Misc. File No. 20210203)
  - d. to cross W. 101st St. S. (Clerk's Misc. File No. 20210204)
  - e. to cross West Coyote Trail Road (Clerk's Misc. File No. 20210205)
  - f. to cross Campbell Creek Road (Clerk's Misc. File No. 20210206)

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

- G. Travel/Training - (Board of County Commissioners) - Mike Craddock to OSU Training Basic Accounting 1 on 2/16/2021 (Clerk's Misc. File No. 20210207)

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

H. Personnel Actions

1. Administrative Services (Clerk's Misc. File No. 20210208)
2. Court Services (Clerk's Misc. File No. 20210209)
3. Election Board (Clerk's Misc. File No. 20210210)
4. Highways (Clerk's Misc. File No. 20210211)
5. Parks (Clerk's Misc. File No. 20210212)

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

I. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20210213)

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

J. CC Health Department Documents to Accept & File

1. Personnel Actions (Clerk's Misc. File No. 20210214)
2. Travel/Training (Clerk's Misc. File No. 20210215)

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

K. Claims to be Disallowed (payments cancelled as of 1/25-29/2021)

There were no claims to be disallowed.

L. Claims (payments for bills to be paid by 1/18-22/2021)

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

M. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 1/25-29/2021

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

N. Zoning Application Hearings and Possible Action - Tulsa Metropolitan Area Planning Commission:

1. CZ-509 - Owner/Applicant: Smalygo Properties, Inc., Location: Northwest corner of East 146th Street North and North 97th East Avenue, to rezone approximately 12.56 +/- acres from AG to CG to permit commercial development. On meeting date of December 16, 2020, TMAPC voted 6-0-0 to recommend that the County Commission approve rezoning of 12.56 +/- acres from AG to CG (Clerk's Misc. File No. 20210216)
2. CZ-510 - Owner/Applicant: Ray Green, Location: Southwest corner of West 60th Street South and South 62nd West Avenue, to rezone approximately 0.45 +/- acres from CS to RS to permit residential construction. On meeting date of December 16, 2020, TMAPC voted 6-0-0 to recommend that the County Commission approve rezoning of 0.45 +/- acres from CS to RS (Clerk's Misc. File No. 20210217)

Motion made by Karen Keith, seconded by Vicki Adams, to enter into public hearing at 9:41 a.m. Upon roll call, Yes - Karen Keith, Vicki Adams, Stan Sallee. No - None. Abstain - None. Motion carried.

Jay Hoyt with TMAPC presented the zoning applications. There were no members of the public signed up to speak.

Motion made by Karen Keith, seconded by Vicki Adams, to close the public hearing at 9:45 a.m. Upon roll call, Yes - Karen Keith, Vicki Adams, Stan Sallee. No - None. Abstain - None. Motion carried.

Motion made by Vicki Adams, seconded by Karen Keith, to approve and authorize execution by the Chairman, Zoning Application and Resolution, CZ-509. Upon roll call, Yes - Karen Keith, Vicki Adams, Stan Sallee. No - None. Abstain - None. Motion carried.

Motion made by Karen Keith, seconded by Vicki Adams, to approve and authorize execution by the Chairman, Zoning Application and Resolution, CZ-510. Upon roll call, Yes - Karen Keith, Vicki Adams, Stan Sallee. No - None. Abstain - None. Motion carried.

O. COVID-19 Virus Discussion and Update

Joseph Kralicek, Director of Tulsa Area Emergency Management Agency, gave an update on COVID-19 numbers in Tulsa County.

P. Discussion and Possible Action regarding COVID-19 CARES Funding Requests/Reports/CARES Funding Agreements and Approval of Tulsa County RESET Loan Applications

There were no CARES Funding Requests or RESET Loan Applications.

Q. Executive Session - (District Attorney) - Requested by James Rea, Pursuant to 25 O.S. § 307(B)(4) for the purpose of confidential communications between the Board and its attorney concerning possible official action regarding pending litigation, *In the Matter of the Protest to the Denial of the Multiple Injury Trust Fund Rebate Request Penalty of Tulsa County; Case No. P-19-093-K*, pending in the Administrative Proceedings Section of the Oklahoma Tax Commission, 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 Karen Keith, seconded by Vicki Adams, to go into Executive Session. Upon roll call, Yes - Karen Keith, Vicki Adams, Stan Sallee. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:48 a.m.

Motion made by Karen Keith, seconded by Vicki Adams, to reconvene the regular meeting at 9:55 a.m. Upon roll call, Yes - Karen Keith, Vicki Adams, Stan Sallee. No - None. Abstain - None. Motion carried.

R. Discussion and Possible Action Regarding Executive Session Item

Motion made by Karen Keith, seconded by Vicki Adams, to authorize the District Attorney to dismiss the pending administrative appeal, to-wit: *In the Matter of the Protest to the Denial of the Multiple Injury Trust Fund Rebate Request Penalty of Tulsa County; Case No. P-19-093-K*, pending in the Administrative Proceedings Section of the Oklahoma Tax Commission. Upon roll call, Yes - Karen Keith, Vicki Adams, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20210218)

VIII. ADJOURN

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

BOARD OF COUNTY COMMISSIONERS

Stan Sallee, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk