

(Agenda of meeting was posted in the central and outside lobby of the Ray Jordan Tulsa County Administration Building on February 7, 2019 at 3:59 p.m.)

APPROVED
MINUTES
Monday, February 11, 2019

The Board of County Commissioners for Tulsa County met at the hour of 9:30 a.m. with the following members present: Karen Keith, Chairman, represented by Chief Deputy John Fothergill; Ron Peters, Member; Stan Sallee, Member; and Michael Willis, Tulsa County Clerk.

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

Moved by Sallee, seconded by Fothergill, to approve the minutes of the Board of County Commissioner’s Meeting of February 4, 2019. Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Fothergill, seconded by Sallee, to approve and authorize execution, as needed, the following reports:

- 1. County Clerk - Monthly for 1/19 (Clerk’s Misc. File No. 246977)
- 2. Treasurer - Depository Summary of Daily Analysis for 1/19 (Clerk’s Misc. File No. 246978)
- 3. Election Board - Monthly for 1/19 (Clerk’s Misc. File No. 246979)

Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried.

NOTICE: A complete listing of all information relating to the following bids is on file and available for public inspection in the offices of County Purchasing and County Clerk.

Sealed proposals for Courthouse Courtroom HVAC VRF System were received and opened. The proposers being three (3) in number are as follows:

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| 1. Construction Enterprises Incorporated | by item | (Clerk’s Misc. File No. 246980) |
| 2. Custom Services | by item | (Clerk’s Misc. File No. 246981) |
| 3. Shoemaker Mechanical | by item | (Clerk’s Misc. File No. 246982) |

Moved by Fothergill, seconded by Sallee, to refer the proposals to Building Operations and Purchasing for analysis, report and recommendation on February 19, 2019. Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried.

Sealed bids for Vehicle Lubricants and Antifreeze were received and opened. The bidders being four (4) in number are as follows:

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| 1. B&M Oil Company, Inc. | by item | (Clerk’s Misc. File No. 246983) |
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| 2. O'Reilly Auto Parts | by item | (Clerk's Misc. File No. 246984) |
| 3. Quality Petroleum, Inc. | by item | (Clerk's Misc. File No. 246985) |
| 4. Timmons Oil Company, Inc. | by item | (Clerk's Misc. File No. 246986) |

Moved by Fothergill, seconded by Sallee, to refer the bids to TC Departments and Purchasing for analysis, report and recommendation on February 19, 2019. Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Sallee, seconded by Fothergill, to defer the bid award for Road Materials for Highways. Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Fothergill, seconded by Sallee, to approve Addendum #4 from the Board of County Commissioners, to the Notice to Bidders for the Tulsa County "HQ" Administration Building Renovations, CMF #246698, to provide answers to vendor submitted requests for information and substitutions; Changes and clarifications to specifications and drawings; CM Clarification including updates to the individual bid packages; and a revised bid form. Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 246987)

Moved by Fothergill, seconded by Sallee, to approve the gasoline and diesel fuel quotes for the week ending 2/19/19. Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 246988)

Moved by Sallee, seconded by Fothergill, to approve and authorize execution by the Chairman Pro Tem, the request from the Board of County Commissioners of the affidavit related to the Ground Lease and Subsequent Amendments with Iron Gate, Inc., addressing a requirement to its commitment for title insurance. Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 246989)

Moved by Fothergill, seconded by Sallee, to approve and authorize execution by the Chairman Pro Tem, the request from the Board of County Commissioners of the utility easement with the City of Tulsa (IDP 9533) regarding the Tulsa County Family Center for Juvenile Justice. Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 246990)

Moved by Sallee, seconded by Fothergill, to approve the Notice to Proceed from the Sheriff to Automated Building Systems - Tulsa, Inc., for Controls System Upgrade at David L. Moss, to proceed with the scope of work defined in approved agreement. The agreement was

approved on 2/4/19, CMF #246952. Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 246991)

Moved by Fothergill, seconded by Sallee, to approve the request from the Sheriff for Reserve Deputy Aaron Vetter, to retain peace officer status and be designated as a Peace Officer, Retired under Title 19 O.S. Sec 553 & Sec 554, retirement effective 1/30/19. Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 246992)

Moved by Sallee, seconded by Fothergill, to approve the request from Social Services to accept donations from Community Food Bank; various nursing homes; and various individuals of food; medications; and various items. Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 246993)

Moved by Fothergill, seconded by Sallee, to approve and authorize execution by the Chairman Pro Tem, the resolution from Board of County Commissioners to designate Sherry Langston as Receiving Officer in addition to Cheryl Martinez. Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 246994)

Moved by Sallee, seconded by Fothergill, to approve and authorize execution by the Chairman Pro Tem, the resolution from Board of County Commissioners, to set for hearing the Vacation of a Public Way, to wit: In the Matter of the Request to Vacate the Inadvertent Dedication of Excess Public Rights-of-Way by Easements Filed for Record on 20 August 2018 and Recorded as Documents Nos. 2018075274, -6, -7 and -8, situated in Section 6, Township 21 North, Range 14 East, Tulsa County, Oklahoma. Such hearing to be held on Monday, March 11, 2019 at 9:30 a.m. in the Ray Jordan Administration Building, Room 119. Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 246995)

Moved by Fothergill, seconded by Sallee, to approve the recommendation from the District Attorney for the Tort Claim, TC-2018-55, Claimant: Yeimi Posadas, for incident on 12/18/18 in the amount of \$4,996.25. Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 246996)

Moved by Sallee, seconded by Fothergill, to approve and authorize execution, as needed, the following agreements:

1. Board of County Commissioners - Allied Engineering Group, LLC - for consulting services for the Tulsa County Administrative Building Headquarters Project (Clerk's Misc. File No. 246997)
2. Board of County Commissioners - Career Development Partners (CDP) - to provide three month manager level outplacement program to departing employee (Clerk's Misc. File No. 246998)
3. Board of County Commissioners - INCOG - for proposal award for Home Consortium FY2018 Homebuyer Assistance Program to Community Action Resource and Development (CARD) in the amount of \$175,000 to serve approximately 35 households at an average cost of \$4,250 per household (Clerk's Misc. File No. 246999)
4. Board of County Commissioners - Iron Gate, Inc. - for Memorandum of Lease related to the Ground Lease Agreement, CMF #244060 approved on 3/19/18 (Clerk's Misc. File No. 247000)
5. Court Clerk - JD Young/Think Healthy Systems - for equipment and service for bottleless water purification system, Model #0802107249, PW1R, white; cost of \$46.95/mo. (Clerk's Misc. File No. 247001)
6. Court Clerk - JD Young/Think Healthy Systems - for equipment and service for bottleless water purification system, Model #0802107260, PW1R, white; cost of \$46.95/mo. (Clerk's Misc. File No. 247002)
7. Sheriff - Wood, Puhl and Wood, P.L.L.C. - for representation in case of *Scott et al. v. Regalado et al.*, Northern District of Oklahoma, Case No. 17-CV-0066-TLK-JFJ; rate of \$250 per hour for Scott Wood; \$185 per hour for associate attorneys; and \$80 per hour for legal assistants/paralegals (Clerk's Misc. File No. 247003)

Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Fothergill, seconded by Sallee, to approve the following Requests to Advertise for Bids/Qualifications:

1. Building Operations - Roof Consultant Services (Clerk's Misc. File No. 247004)
 2. Election Board - Election Board Storage Building (Clerk's Misc. File No. 247005)
 3. TC Departments - Restaurant, Kitchen and Concessionary Supplies (Clerk's Misc. File No. 247006)
- Bids #1 & #3 to be received by 4:00 p.m. on 3/8/19 & to open 3/11/19 at 9:30 a.m.
Bid #2 to be received by 4:00 p.m. on 3/22/19 & to open 3/25/19 at 9:30 a.m.

Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Sallee, seconded by Fothergill, to approve and authorize execution by the Chairman Pro Tem, the following inventory resolutions:

1. Building Operations - donated; 2006 Ford Crown Victoria w/Police Package, VIN 2FAHP71W16X145798, purch. 5/2/06 for \$21,193; 2008 Chevrolet Tahoe, OPT. 30, 7, 38, 32, VIN 1GNFK13038R239059, purch. 3/27/08 for \$31,733 (Clerk's Misc. File No. 247035)
2. Building Operations - surplus; DVD Windows 98 & Upgrade for Sun Machine, SN 03102390016, purch. 11/27/00 for \$1,732; Snap On Sun Engine Tester, SN 9727AO111, purch. 7/1/97 for \$22,441 (Clerk's Misc. File No. 247007)
3. Sheriff - junked; Motorola Astro XTL5000 Mobile Radio, SN 500CHM1322, purch. 6/26/07 for \$4,328; XTL-5000 Motorola Mobile Radio, SN 500CFH2206, purch. 5/2/05 for \$4,392; 3-Motorola Radios in Unit S7, SN 778FQC1949, 778FQC1951, 778FQC1955, purch. 2/12/90 for \$619.62 ea.; Motorola Astro Spectra, SN 526CEC2083, purch. 1/16/04 for \$3,268; 4-Motorola Radius M-214 Radios, SN 778VQNA299, 778VQNA302, 778VQN300, 778VQNA301, purch. 7/25/90 for

\$626.62 ea.; TCSO5306 MOTOROLA MODEL N1671A Motorola Radius, SN 778FOC1947, 778FQC1959, Not found in Munis, purch. on unknown date for unknown price (Clerk's Misc. File No. 247008)

4. Sheriff - junked; Python DX 111A Body Armor, SN 216486, purch. 6/4/12 for \$516.41 (Clerk's Misc. File No. 247009)
5. Sheriff - transferred; 3-Point Blank Body Armor 2XL, SN F:114738 B:114772, F:113414 B:113418, F:115188 B:115241, purch. 4/3/14 for \$615.99 ea.; 8-Point Blank Body Armors S-XL, SN F:114727 B:114758, F:115203 B:115263, F:114743 B:114774, F:115171 B:115235, F:115191 B:115256, F:115163 B:115224, F:115155 B:115222, F:115173, B:115239, purch. 4/21/14 for \$559.99 ea.; 6-Point Blank Body Armors S-XL, SN F:115175 B:115230, F:115217 B:115156, F:115180 B:115231, F:115209 B:115271, F:115199 B:115261, F:115165 B:115225 purch. 4/3/14 for \$559.99 ea.; 3-Point Blank Body Armors S-XL, SN F:114728 B:114756, F:113401 B:113410, F:114734 B:114770, purch. 4/17/04 for \$559.99 ea.; Point Blank Body Armor S-XL, F:113401 B:113410, purch. 4/15/14 for \$559.99; 3-Python DX 111A Body Armors, SN 216573, 216550, 216440, purch. 6/4/12 for \$516.41 ea.; Python DX 111A Body Armor, SN 1347317, purch. 12/6/12 for \$519.40; 2-Point Blank Body Armors 3-4 XL, SN F:114733 B:114769, F:113399 B:113409, purch. 4/3/14 for \$675.27 ea. (Clerk's Misc. File No. 247010)

Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Fothergill, seconded by Sallee, to approve and authorize execution by the Chairman Pro Tem, the Sole Source from the Sheriff, to Black Creek Integrated Systems Corporation, for all goods, maintenance, and services related to David L. Moss Correctional Center Touchscreen Security Control System. Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 247011)

Moved by Sallee, seconded by Fothergill, to approve and authorize execution by the Chairman Pro Tem, the following utility permits from Engineers to Oklahoma Natural Gas Company, a division of ONEOK, Inc.:

1. to cross E. 161st St. S. +/- 2.70 mi. W. & .99 miles S. of the Junction of US Hwy 64 & St Hwy 67 and further described as 1,696' E. of the NW/C of Section 28, Township 17N, Range 13E, by boring for 3/4" line (Clerk's Misc. File No. 247012)
2. to cross W. 117th St. S. +/- 0.08 mi. E. & .43 miles N. of the Junction of US Hwy 75 & St Hwy 117 and further described as 370' E. & 2,275' N. of the SW/C of Section 35, Township 18N, Range 12E, by boring for 4" line (Clerk's Misc. File No. 247013)

Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Fothergill, seconded by Sallee, to approve the following Travel/Training requests:

1. Administrative Services - Nicole Vance and Belle McDaniel to PhotoCon 2019 from 3/28-30/19 in OKC, OK; cost of \$370 (Clerk's Misc. File No. 247014)
2. Election Board - Gwen Freeman and Sheryl Rea-Williams for annual subscription to all Fred Pryor Seminars in Tulsa, Online Courses and Webinars; cost of \$499 (Clerk's Misc. File No. 247015)
3. Human Resources - Kathy Burrows to 2019 National ADA Symposium Conference from 6/16-19/19 in Grapevine, TX; cost of \$2,131 (Clerk's Misc. File No. 247016)
4. Human Resources - John Fothergill to 2019 National ADA Symposium Conference from 6/16-19/19 in Grapevine, TX; cost of \$2,101 (Clerk's Misc. File No. 247017)

5. Human Resources - Mitch Robinson to 2019 National Safety Council Annual Conference from 6/8-12/19 in Orlando, FL; cost of \$1,216 (Clerk's Misc. File No. 247018)
6. IT - Dan Pease to Microsoft CIO Summit from 4/7-10/19 in Seattle, WA; cost of \$2,500 (Clerk's Misc. File No. 247019)

Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Sallee, seconded by Fothergill, to approve the following Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
<u>Building Operations</u>			
Caulfield, Jimmy	Begin FMLA	\$2,779.07	1/28/19
Caulfield, Jimmy	End FMLA	\$2,779.07	2/4/19
Young, Brian R. (Clerk's Misc. File No. 247020)	Regular	\$3,289.68	2/1/19
<u>Court Services</u>			
Barrett, Laura (Clerk's Misc. File No. 247021)	New Hire	\$2,885.68	2/1/19
<u>Election Board</u>			
Brooks, Jayme Dawn	New Hire/Temp on Call	\$16.00/hr. \$125/day	2/1/19
Jones, Debra	End Intermittent FMLA		2/1/19
Burd, Shelley (Clerk's Misc. File No. 247022)	Promotion	\$2,557.69	2/1/19
<u>Highways</u>			
O'Dell, Patrick	Promotion 10% incr.	\$4,356.29	2/4/19
Condreay, Wesley L.	End FMLA w/pay	\$4,075.20	2/4/19
Hayes, Bobby (Clerk's Misc. File No. 247023)	End FMLA	\$3,541.05	2/1/19
<u>Parks</u>			
Snipes, James	Regular	\$2,473.39	2/1/19
Xiong, Kari	Resignation		2/8/19
Trude, Marichu	Part Time Rehire	\$8.00/hr.	2/4/19
Watson, Kimberli	Regular	\$2,079.87	2/5/19
Annessansley, Scott (Clerk's Misc. File No. 247024)	Correction of Pay	\$4,574.40	12/1/18
<u>Social Services</u>			
Buggs, Jordan L. (Clerk's Misc. File No. 247025)	Correct Org. 10002875 -505010	\$2,173.21	9/1/18

Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Fothergill, seconded by Sallee, to accept and file the following Juvenile

Bureau Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
Wimberly, Mark	Workers Comp/FMLA Leave	\$2,580.71	1/20/19
Lor, Blong	Regular Appt.	\$3,500.00	2/1/19
Johnson, Brittany	Resignation		2/28/19
Shoals, Evelyn	Change Org. to 10003730-505010	\$4,075.20	2/1/19

Beasley, Jerry	Change Org. to 10003730-505010/ FMLA Leave w/pay	\$4,035.63	2/1/19
Johnson, Markus	Change Org. to 10003730-505010	\$4,075.20	2/1/19
Sells, Alvin (Clerk's Misc. File No. 247032)	FMLA w/pay	\$2,841.68	2/1/19

Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Sallee, seconded by Fothergill, to accept and file the following CC Health

Documents:

Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
Potter, Marcus C.	New hire; regular full time	\$2,253.29	1/24/19
Andalon, Maria	Promotion (4% incr.)	\$2,622.74	2/1/19
Fryhover, Randy D.	Promotion (5% incr.)	\$3,014.13	2/1/19
Cabrera, Ashlee D.	New hire; regular full time	\$3,340.38	2/1/19
Neyra, Meliza M.	New hire; regular full time	\$4,042.85	2/1/19
Condley, Rodger	Temporary/hourly rehire	\$40.58/hr.	2/4/19
Reed, Raven B.	End of temp. assignment		2/8/19

(Clerk's Misc. File No. 247033)

Travel/Training:

1. Rachael Luther attended STI Academy from 2/7-8/19 in OKC, OK; cost of \$341
2. Shawna Hogan to CPP Learning Collaborative: Session 3 of 3 from 2/11-12/19 in OKC, OK; cost of \$257.26
3. Kathleen Turner to Route 66 Conference-Pediatric Swallowing on 3/1/19 in Tulsa, OK; cost of \$117.32
4. Ashley Thompson to Open Forum for Quality Improvement in Public Health from 3/26-29/19 in Philadelphia, PA; cost of \$1,921
5. Elizabeth Nutt to Association of Food and Drug Officials Annual Conference from 6/21-26/19 in Atlanta, GA; cost of \$2,574

(Clerk's Misc. File No. 247034)

Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Fothergill, seconded by Sallee, to approve and authorize execution by the Commission, the claims, (payments for bills to be paid 1/28-2/1/19) that are in order as required by Title 19 O.S. §1505 D 11 providing all claims involving wages and/or salaries be subject to state and federal withholding tax, retirement fund and social security deductions.

Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Sallee, seconded by Fothergill, to approve and authorize execution by the Commission, Blanket Purchase Orders and Emergency Purchase Orders submitted from 2/4-8/19. Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried.

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

Moved by Fothergill, seconded by Sallee, that this meeting be adjourned. Upon roll call, Sallee, yes; Fothergill, yes; Peters, yes. Motion carried.