

(Agenda of meeting was posted in the central lobby and outside of the Ray Jordan Tulsa County Administration building on February 13, 2020 at 3:25 p.m.)

MINUTES
Tuesday, February 18, 2020

I. CALL TO ORDER

The Board of County Commissioners (BOCC) met at the hour of 8:30 a.m., with the following members present: Commissioner Karen Keith, Chief Deputy Vicki Adams, Commissioner Stan Saltee; Others present: Michael Willis, Tulsa County Clerk.

Stan Saltee, Chairman Pro Tem, called the meeting to order at 8:30 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 Pro Tem 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 February 10, 2020

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

V. REPORTS

A. Elected Officials:

1. Assessor - Monthly Revolving Fund for 1/2020 (Clerk's Misc. File No. 20200338)
2. Treasurer - Depository Summary of Daily Analysis for 1/2020 (Clerk's Misc. File No. 20200339)

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

B. County Department - (Election Board) - Monthly for 1/2020 (Clerk's Misc. File No. 20200340)

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 Saltee. No - None. Abstain - None. Motion carried.

- C. Employees' Retirement System of Tulsa County:
 - 1. Comprehensive Annual Financial for FY 2018 and 2019 (Clerk's Misc. File No. 20200341)
 - 2. Statement of Changes in Plan Net Assets, Second Quarter 2019-2020 (Clerk's Misc. File No. 20200342)

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

VI. UNFINISHED BUSINESS

- A. Bid Awards & Recommendations:
 - 1. Highways - Hydro-mulching Services to Tulsa Landscape, Inc., the lowest and best bid received. This award is for one year beginning 2/18/2020 (Clerk's Misc. File No. 20200343)
 - 2. Highways - Road Materials - Deferred

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

- B. Addendums - TC Departments:
 - 1. #2 to the Notice to Bidders for Office Supplies, set to open 3/2/2020, to provide answers to vendor questions (Clerk's Misc. File No. 20200344)
 - 2. #2 to the Notice to Bidders for Print Cartridges set to open 3/2/2020, to provide answers to vendor questions (Clerk's Misc. File No. 20200345)

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

- C. Amendment - (Building Operations) - to the Sole Source with Veolia Energy Tulsa, Inc., for name change to Vicinity Energy Tulsa, Inc. (Clerk's Misc. File No. 20200346)

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

- D. Change Order #4 - (Board of County Commissioners) - to the agreement with Bennett Steel, Inc., for the Tulsa County "HQ" Administration Building Renovations bid packages 05A & 05B (Structural Steel Materials and Erection), CMF# 248056, for the addition of beams at roof for added IT HVAC units. The contract sum will be increased by \$3,331 with a new total contract sum of \$1,080,275 (Clerk's Misc. File No. 20200347)

Motion made by Karen Keith, seconded by Vicki Adams, to approve and authorize execution by the Chairman Pro Tem. 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 2/24/2020 (Clerk's Misc. File No. 20200348)

Motion made by Vicki Adams, seconded by Karen Keith, 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. Resolution on Disposition of Funds/Cash Fund Estimate of Needs from 1/16/2020 to 2/12/2020 (Clerk's Misc. File No. 20200349)

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

C. Documents for Sale of County Property - Treasurer:

1. Parcel #20625-92-04-07120, LT 23 BLK F, JOE SUB, to Jackson Lahmeyer (Clerk's Misc. File No. 20200350)
2. Parcel #22175-92-08-01890, LT 16 BLK 3, LAWNWOOD ADDN, to Jackson Lahmeyer (Clerk's Misc. File No. 20200351)
3. Parcel #26725-02-25-17000, E 75' LT 12 & E 75' OF N 10' LT 13 BLK 3, MEADOWBROOK ADDN, to Mallory Massey (Clerk's Misc. File No. 20200352)
4. Parcel #41025-02-01-01160, LT 17 BLK 13, SUBURBAN HILLS ADDN, to Jackson Lahmeyer (Clerk's Misc. File No. 20200353)
5. Parcel #42425-03-30-17540, LT 3 BLK 3, THOMPSON ADDN, to Bob G Moore (Clerk's Misc. File No. 20200354)
6. Parcel #43300-03-29-13040, LT 346 BLK 27, TULSA HGTS, to Jackson Lahmeyer (Clerk's Misc. File No. 20200355)
7. Parcel #43300-03-29-14910, LT 537 BLK 41, TULSA HGTS, to Jackson Lahmeyer (Clerk's Misc. File No. 20200356)
8. Parcel #44200-02-11-05040, LT 25 BLK 19, VALLEY VIEW ACRES, to Jackson Lahmeyer (Clerk's Misc. File No. 20200357)
9. Parcel #44200-02-14-06300, LT 19 BLK 26, VALLEY VIEW ACRES, to Jackson Lahmeyer (Clerk's Misc. File No. 20200358)
10. Parcel #99204-92-04-22030, N33 W150 S658.15 SE SW SE SEC 4 19 12, UNPLATTED, to Jackson Lahmeyer (Clerk's Misc. File No. 20200359)

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.

D. Memorandum of Understanding - (Engineers) - Muscogee (Creek) Nation - for addition of roads to the Nation's National Tribal Transportation Facility Inventory (NTTFI) (Clerk's Misc. File No. 20200360)

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.

E. Request for Approval - (Court Clerk) - for renewal application for vendor and concessionaire space at the Tulsa State Fair (Clerk's Misc. File No. 20200361)

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

F. Resolutions

1. Board of County Commissioners - for Providing Financial Assistance to Employees in Obtaining a Commercial Driver License (CDL) (Clerk's Misc. File No. 20200362)
2. Drainage District #12 - to Strike Assessment from the 2019 Tax Roll, Elite Create Oklahoma, Parcel #00000-51-90-01506, Item #19-20-5001740-020-0, Assessed Value \$43,909, Tax Amt \$468, Amount to strike \$468 (Clerk's Misc. File No. 20200363)

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

G. Agreements

1. Board of County Commissioners - Nehemiah Community Development Corporation - Home Investment Partnership Program Grant Agreement for construction of five single family rental homes in the City of Bartlesville, Cottages on 6th Street Phase 2 (Clerk's Misc. File No. 20200364)
2. Engineers - City of Collinsville - for asphalt overlay assistance on various streets (Clerk's Misc. File No. 20200365)

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

3. Parks:

- a. Individual Car Club - for 2020 Tulsa Individual Car Club Annual Unity Picnic at O'Brien Park on 6/21/2020, fee of \$800 (Clerk's Misc. File No. 20200366)
- b. National Eating Disorder Association - for Tulsa NEDA Walk at LaFortune Park on 4/25/2020, fee of \$220 (Clerk's Misc. File No. 20200406)
- c. Oxford House - for Oxford House Recovery 5k Run and Walk at LaFortune Park on 4/4/2020, fee of \$125 (Clerk's Misc. File No. 20200367)

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

H. Agreement Renewals

1. Highways - ImageNet Consulting, LLC - for renewal of CMF #247387 for FY 2020-2021 (Clerk's Misc. File No. 20200368)

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

2. Human Resources:

- a. Tedford Insurance - for renewal of CMF #246697 for FY 2020-2021 (Clerk's Misc. File No. 20200369)
- b. United Safety & Claims, Inc. - for renewal of CMF #246783 for FY 2020-2021 (Clerk's Misc. File No. 20200370)

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

I. Inventory Resolutions

1. Building Operations - Junked - Misc. Items (Clerk's Misc. File No. 20200371)
2. Court Services - Retired - Misc. Items (Clerk's Misc. File No. 20200372)
3. Juvenile Bureau - Junked - Misc. Furniture (Clerk's Misc. File No. 20200373)
4. Procurement - Transferred to BOCC - Filing Cabinet (Clerk's Misc. File No. 20200374)

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

J. Sole Sources

1. Court Services - Siemens Healthcare Diagnostics Inc. - for Syva EMIT reagents for drugs of abuse testing and therapeutic drug monitoring, Viva-Jr Drug Testing System, the Viva-PROE Drug Testing System, and the V-Twin Drug Testing System (Clerk's Misc. File No. 20200375)
2. Highways - Cititech Systems, Inc. - for CMS software to accommodate Munis code and processes (Clerk's Misc. File No. 20200376)

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

K. Travel/Training

1. Board of County Commissioners - Mike Craddock - to Tulsa Chamber OneVoice Day at the Capital (Clerk's Misc. File No. 20200377)

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

2. OSU Extension - Michelle Bonicelli:
 - a. to FCCLA State Judging (Clerk's Misc. File No. 20200378)
 - b. to In-Service Elevating Extension through Evaluation (Clerk's Misc. File No. 20200379)
 - c. to OAFCS Conference (Clerk's Misc. File No. 20200380)
 - d. to OEAFCS State Conference (Clerk's Misc. File No. 20200381)
 - e. to OHCE NE District Meeting (Clerk's Misc. File No. 20200382)

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

L. Personnel Actions

1. Building Operations (Clerk's Misc. File No. 20200383)
2. Highways (Clerk's Misc. File No. 20200384)
3. IT (Clerk's Misc. File No. 20200385)
4. Parks (Clerk's Misc. File No. 20200386)
5. Social Services (Clerk's Misc. File No. 20200387)

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

M. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20200388)

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

N. CC Health Department Documents to Accept & File

1. Agreements
 - a. Accelerated Technology - for renewal of tech support service agreement for THD lab system, from 2/28/20-2/27/21; cost of \$10,732.68 (Clerk's Misc. File No. 20200389)
 - b. American Documents Shredding - for renewal of agreement for document shredding services, from 7/1/19-6/30/20; cost of \$40 per container and \$20 per console (Clerk's Misc. File No. 20200390)
 - c. Oklahoma Construction Industries Board - for license renewal for David Dugan, from 2/18/20-2/17/21; cost of \$200 (Clerk's Misc. File No. 20200391)
 - d. Tulsa Juneteenth, Inc. - for sponsorship of event by Healthy Living Program, from 6/2/20-6/30/20; cost of \$1,000 (Clerk's Misc. File No. 20200392)
 - e. DuBois Chemicals - for renewal of water treatment services at JGHC, from

- 1/1/20-12/31/20; cost of \$237/mo. (Clerk's Misc. File No. 20200393)
- f. Glenn Security Systems, Inc. - for alarm system monitoring at RDS Warehouse, from 7/1/19-6/30/20; cost of \$55/mo. (Clerk's Misc. File No. 20200394)
- g. Glenn Security Systems, Inc. - for alarm system monitoring at WIC Clinic on 21st Street, from 7/1/19-6/30/20; cost of \$40/mo. (Clerk's Misc. File No. 20200395)
- h. Glenn Security Systems, Inc. - for alarm system monitoring at CRHC, from 7/1/19-6/30/20; cost of \$55/mo. (Clerk's Misc. File No. 20200396)

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

2. Personnel Actions (Clerk's Misc. File No. 20200397)

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

3. Travel/Training (Clerk's Misc. File No. 20200398)

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

O. Claims to be Disallowed (payments cancelled as of 2/10-14/2020)

There were no claims to be disallowed.

P. Claims (payments for bills to be paid by 2/3-7/2020)

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.

Q. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 2/10-14/2020

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.

R. Executive Sessions - District Attorney:

1. Requested by Douglas Wilson, Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the Board and its attorney for the purpose of confidential communications concerning a pending claim, to-wit: *Parga v. Regalado, et al*, Case No. 18-cv-00298-CVE-JFJ, pending in the United States District Court for the Northern District of Oklahoma, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest (Clerk's Misc. File No. 20200399)
2. Requested by Mike Shouse, Pursuant to 25 O.S. § 307(8)(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 Tulsa County District Court case no. CJ-2018-0677, *Dalton v. Board of County Commissioners of Tulsa County*, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest. (Clerk's Misc. File No. 20200400)

3. Requested by Mike Shouse, Pursuant to 25 O.S. § 307(8)(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 United States Northern District of Oklahoma case no. 18-CV-0599-GKF-FHM, *Wirtz v. Regalado*, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest (Clerk's Misc. File No. 20200401)

Motion made by Vicki Adams, seconded by Karen Keith, 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 8:43 a.m.

Motion made by Karen Keith, seconded by Vicki Adams, to reconvene the regular meeting at 9:05 a.m. Upon roll call, Yes - Karen Keith, Vicki Adams, Stan Sallee. No - None. Abstain - None. Motion carried.

S. Discussion and Possible Action Regarding Executive Session Items

Motion made by Vicki Adams, seconded by Karen Keith, to grant settlement authority to Commissioner Peters or Commissioner Sallee, to wit: *Parga v. Regalado*, et al, Case No. 18-cv-00298-CVE-JFJ. 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 grant settlement authority to one of the three commissioners, to wit: Tulsa County District Court case no. CJ-2018-0677, *Dalton v. Board of County Commissioners of Tulsa County*. 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 grant settlement to Michael Shouse up to the amount discussed in executive session, to wit: United States Northern District of Oklahoma case no. 18-CV-0599-GKF-FHM, *Wirtz v. Regalado*. Upon roll call, Yes - Karen Keith, Vicki Adams, Stan Sallee. No - None. Abstain - None. Motion carried.

VIII. ADJOURN

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

BOARD OF COUNTY COMMISSIONERS

Ron Peters, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk