

(Amended Agenda of meeting was posted in the central lobby and outside of the Ray Jordan Tulsa County Administration building on January 31, 2020 at 8:33 a.m.)

MINUTES
Monday, February 3, 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, Commissioner Ron Peters; Others present: Michael Willis, County Clerk.

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

II. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Terry Simonson

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 Commissioner's Special Meeting of January 23, 2020

B. Board of County Commissioner's Meeting of January 27, 2020

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.

VI. UNFINISHED BUSINESS

A. Bid Openings - TC Departments:

1. Bermuda Grass Sod

a. Outside Inc. (Clerk's Misc. File No. 20200197)

b. Riverview Sod Ranch, Inc. (Clerk's Misc. File No. 20200198)

c. Tulsa Sod and Mulch, Inc. (Clerk's Misc. File No. 20200199)

Motion made by Stan Sallee, seconded by Karen Keith, to refer the bids to TC Departments and Procurement for analysis, review and recommendation on February 10, 2020. Upon roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

2. Testing Services

- a. Engineering Consulting Services, Ltd. dba ECS Southwest, LLP (Clerk's Misc. File No. 20200200)
- b. EST, Inc. (Clerk's Misc. File No. 20200201)
- c. Hunter Construction & Geotechnical Consultants, LLC dba HCGC, LLC (Clerk's Misc. File No. 20200202)
- d. Kleinfelder, Inc. (Clerk's Misc. File No. 20200203)
- e. Palmerton and Parrish, Inc. (Clerk's Misc. File No. 20200204)
- f. Thunderhead Testing, LLC (Clerk's Misc. File No. 20200205)

Motion made by Karen Keith, seconded by Stan Sallee, to refer the bids to TC Departments and Procurement for analysis, review and recommendation on February 10, 2020. Upon roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

B. Addendums

1. Building Operations - #1 to the agreement with Schindler Elevator Corporation, CMF #243626, to remove the four (4) traction elevators and one (1) hydraulic elevator maintenance coverage at the Tulsa County Headquarters building, located at 218 W. 6th Street, Tulsa, OK, this will decrease the contract price by \$2,000 per month (Clerk's Misc. File No. 20200206)

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.

2. TC Departments:

- a. #1 to the Notice to Bidders for Office Supplies set to open on 3/2/20, CMF #20200171, to provide an answer to a vendor question (Clerk's Misc. File No. 20200207)
- b. #1 to the Notice to Bidders for Print Cartridges set to open on 3/2/20, CMF #20200172, to provide answers to vendor questions (Clerk's Misc. File No. 20200208)

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

- C. Amendment #3 - (Parks) - to extend the bid award for Security Patrol to Praetoria Group, LLC, CMF# 243784, for one year beginning 3/1/20 with no changes to pricing or terms of the original bid (Clerk's Misc. File No. 20200209)

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.

D. Change Orders - Board of County Commissioners:

1. #2 to the agreement with Trane U.S. Inc. dba Trane for the Tulsa County HQ Administration Building Centrifugal Chiller Upgrade, CMF #20190022, to replace bearing oil seal and install the new seal. The contract time will increase by sixty (60) calendar days. The contract sum will be increased by \$2,925 with a new total contract sum of \$271,331 (Clerk's Misc. File No. 20200210)
2. #2 to the agreement with Wood Systems, Inc. for the Tulsa County "HQ" Administration Building Renovations bid package 06A (Millwork), CMF #20190086, for millwork revisions required for the new security scanners. The contract sum will be increased by \$286 with a new total contract sum of \$520,671 (Clerk's Misc. File No. 20200211)

3. #3 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, to remove new steel beams where it was determined that the existing concrete beams could be re-used. The contract sum will be decreased by \$685 with a new total contract sum of \$1,077,944 (Clerk's Misc. File No. 20200212)
4. #3 to the agreement with S&A Installation, LLC for the Tulsa County “HQ” Administration Building Renovations bid package 08D (Installation of Doors and Hardware), CMF #247997, for installation of security scanners. The contract sum will be increased by \$1,003 with a new total contract sum of \$60,629 (Clerk's Misc. File No. 20200213)
5. #4 to the agreement with Apax Glass, Inc. for the Tulsa County “HQ” Administration Building Renovations bid package 08E (Aluminum and Glazing), CMF #247995, for changes required to convert a 9th floor conference room into two offices as well as the addition of sand-blasted signage to the curtainwall. The contract sum will be increased by \$6,387 with a new total contract sum of \$1,067,010 (Clerk's Misc. File No. 20200214)
6. #4 to the agreement with Total Demolition Services, LLC for the Tulsa County “HQ” Administration Building Renovations bid package 02A (Selective Demolition), CMF #247512, for demolition required to replace the existing boiler flue which has deteriorated. The contract sum will be increased by \$57,374 with a new total contract sum of \$445,444 (Clerk's Misc. File No. 20200215)
7. #6 to the agreement with Platinum Mechanical, LLC for the Tulsa County “HQ” Administration Building Renovations bid package 23A (Mechanical), CMF #247946, for the addition of HVAC to IT closets, replacement of the existing boiler flue which has deteriorated, and addition of louvers at the stair tower. The contract sum will be increased by \$95,234 with a new total contract sum of \$4,159,542 (Clerk's Misc. File No. 20200216)
8. #9 with Colburn Electric, LLC for the Tulsa County “HQ” Administration Building Renovations bid package 26A (Electrical), CMF #247582, for electrical work required for the security scanners and addition of louvers at the stair tower. The contract sum will be increased by \$10,066 with a new total contract sum of \$2,991,700 (Clerk's Misc. File No. 20200217)

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.

VII. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 2/10/2020 (Clerk's Misc. File No. 20200218)

Motion made by Stan Sallee, seconded by Karen Keith, 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. Documents for Sale of County Property - Treasurer:

1. Parcel #04350-02-25-03225, W50 E150 LT 10 BLK 6, BOOKER WASHINGTON ADDN, to Mallory Massey (Clerk's Misc. File No. 20200219)
2. Parcel #17450-02-25-10930, S 50 LT 1 BLK 6, HARDING ADDN, to Mallory Massey (Clerk's Misc. File No. 20200220)
3. Parcel #20625-92-04-07160, LT 27 BLK F, JOE SUB, to Ervin Profit (Clerk's Misc. File No. 20200221)
4. Parcel #36450-02-25-22790, N 33' OF TH N 1/2 OF LT 1 BLK 3, ROOSEVELT ADDN, to Mallory Massey (Clerk's Misc. File No. 20200222)

5. Parcel #37650-02-12-03760, LT 19 BLK 2, SHARON HGTS ADDN, to Bob G Moore (Clerk's Misc. File No. 20200223)
6. Parcel #40525-02-24-09980, LT 2 BLK 8, STANDARD HGTS AMD, to Jabier Medina (Clerk's Misc. File No. 20200224)
7. Parcel #41300-02-25-25050, S 80' E 1/2 LT 6 BLK 3, SUNNY SLOPE ADDN, to Bob G Moore (Clerk's Misc. File No. 20200225)
8. Parcel #41300-02-25-25060, N 70 E/2 OF LT 6 BLK 3, SUNNY SLOPE ADDN, to Bob G Moore (Clerk's Misc. File No. 20200226)
9. Parcel #43300-03-29-11370, LT 176 BLK 15, TULSA HGTS, to Jabier Medina (Clerk's Misc. File No. 20200227)
10. Parcel #44200-02-11-00570, LT 25 BLK 3, VALLEY VIEW ACRES, to Jabier Medina (Clerk's Misc. File No. 20200228)

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.

C. Memorandums of Understanding

1. Board of County Commissioners - Oklahoma Department of Human Services(DHS) - for office space at the Family Center for Juvenile Justice, located at 500 W. Archer, Tulsa, OK (Clerk's Misc. File No. 20200229)
2. Court Clerk - Tulsa Technology Center - for training services (Clerk's Misc. File No. 20200230)
3. Human Resources - Tulsa Technology Center - for training services (Clerk's Misc. File No. 20200231)

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.

D. Requests for Approval

1. Assessor - for proportionate purchase of 2020 Tulsa County Aerial Photographs from INCOG in the amount of \$12,324.40 (Clerk's Misc. File No. 20200232)
2. County Clerk - authorization for signature card changes for depository account #6000-01146. The authorized signers for this account are Michael Willis, Thomas Ellis, Lois Turley, Traci Scullawl, Christa Stinnett and Derek Cowan (Clerk's Misc. File No. 20200233)

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.

E. Resolutions

1. CC Health - to designate Nickolas Stotts as Receiving Officer replacing Randy Fryhover (Clerk's Misc. File No. 20200234)
2. Inspections - Updating Existing Tulsa County Inspections Fee Schedule and Adding New Permits and Fees effective March 1, 2020 (Clerk's Misc. File No. 20200235)

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.

F. Agreement Renewal - (Sheriff) - Sand Springs Police Department - for renewal of CMF #246831 for FY 2019-2020 (Clerk's Misc. File No. 20200236)

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.

G. Requests to Advertise for Bids/Proposals:

1. Engineers - On-Call Surveying Services (Clerk's Misc. File No. 20200237)
2. Parks - Case Tennis Center Air Conditioning System (Clerk's Misc. File No. 20200238)

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

H. Inventory Resolutions

1. Assessor - Remove from Capital Inventory - Workstations (Clerk's Misc. File No. 20200239)
2. Building Operations - Transferred to Sheriff - Misc. Equip. (Clerk's Misc. File No. 20200240)
3. County Clerk - Junked - Printer (Clerk's Misc. File No. 20200241)
4. District Attorney - Junked - Chair (Clerk's Misc. File No. 20200242)
5. Parks - Junked - Restaurant Equipment (Clerk's Misc. File No. 20200243)

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 Permits - Engineers:

1. Sapulpa Rural Water Co. - to cross W. 61st Street South (Clerk's Misc. File No. 20200244)
2. Washington County RWD #3 - to cross N. 145th E. Ave. (Clerk's Misc. File No. 20200245)

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:
 - a. Mike Craddock to OSU County Training Class, Managing Personnel in an At-Will Organization (Clerk's Misc. File No. 20200246)
 - b. Keri Fothergill to OSU County Training Class Managing Personnel in an At-Will Organization (Clerk's Misc. File No. 20200247)
2. Engineers - Alex Mills to Maintaining Asphalt Pavements Classes (Clerk's Misc. File No. 20200248)
3. Highways - Kenneth O'Bryan to Oklahoma Vegetation Management Association Spring Training and Trade Show (Clerk's Misc. File No. 20200249)
4. IT:
 - a. Kyle Broderick to ATD Conference (Clerk's Misc. File No. 20200250)
 - b. Dan Pease to OSU MIS Curricular Advisory Panel (Clerk's Misc. File No. 20200251)
 - c. Alan Vanderburg to Strengths Finder Summit (Clerk's Misc. File No. 20200252)

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. Board of County Commissioners (Clerk's Misc. File No. 20200253)
2. Court Services (Clerk's Misc. File No. 20200254)
3. IT (Clerk's Misc. File No. 20200255)
4. Parks (Clerk's Misc. File No. 20200256)

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. CC Health Department Documents to Accept & File
 - 1. Personnel Actions (Clerk's Misc. File No. 20200257)
 - 2. Travel/Training (Clerk's Misc. File No. 20200258)

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

- M. Claims to be Disallowed (payments cancelled as of 1/27-31/20)
 - 1. PO #2003449, Vendor: Bank of Oklahoma NA, Warrant #500021895, Amount Paid \$170,245.60 (Clerk's Misc. File No. 20200259)
 - 2. PO #2008223, Vendor: Board of Regents of the University of Oklahoma, Warrant #500022902, Amount Paid \$1,500 (Clerk's Misc. File No. 20200260)
 - 3. PO #2002143, Vendor: Dean, Jay, Warrant #500016109, Amount Paid \$250 (Clerk's Misc. File No. 20200261)

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

- N. Claims (payments for bills to be paid by 1/21-24/20)

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.

- O. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 1/27-31/20

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. Zoning Application Hearing and Possible Action - Tulsa Metropolitan Area Planning Commission - CZ-494 and PUD-855, Applicant: Alan Betchan, Owner: Noble and Mary Sokolosky, Location: Northeast Corner of East 106th Street North and North Memorial Drive. The request is to rezone from RE to RS with a PUD overlay to permit a single-family subdivision that will be completed in several phases. Lots will need to be large enough to provide sewer systems on site and meet Oklahoma Department of Environmental Quality regulations, but some are slightly smaller than RE Districts require for lot size/lot width. On meeting date of November 20, 2019, TMAPC voted 10-0-0 to recommend that the County Commission approve rezoning of 148.8± acres from RE to RS/PUD-855 (Clerk's Misc. File No. 20200262)

Motion made by Stan Sallee, seconded by Karen Keith, to enter into public hearing at 9:42 a.m. Upon roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

Dwayne Wilkerson with INCOG presented the zoning application. There were no members of the public that signed up to speak.

Motion made by Karen Keith, seconded by Stan Sallee, to close the public hearing at 9:45 a.m. 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 and authorize execution by the Chairman, Zoning Application and Resolution CZ-494 and PUD-855. Upon roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

- Q. Executive Session - (District Attorney) - Requested by James Rea, 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-2019-17, James Schaeffer v. TCSO, 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. 20200263)

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

Executive Session commenced at 9:45 a.m.

Motion made by Karen Keith, seconded by Stan Saltee, to reconvene the regular meeting at 9:50 a.m. Upon roll call, Yes - Karen Keith, Stan Saltee, Ron Peters. No - None. Abstain - None. Motion carried.

R. Discussion and Possible Action Regarding Executive Session Item

Motion made by Karen Keith, seconded by Stan Saltee, to authorize District Attorney settlement authority up to the amount discussed in Executive Session to wit; Tort Claim TC-2019-17, James Schaeffer v. TCSO. Upon roll call, Yes - Karen Keith, Stan Saltee, Ron Peters. No - None. Abstain - None. Motion carried.

VIII. ADJOURN

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

BOARD OF COUNTY COMMISSIONERS

Ron Peters, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk