

(Agenda of meeting was posted in the central lobby and outside of the Ray Jordan Tulsa County Administration building on January 16, 2020 at 4:58 p.m.)

MINUTES
Tuesday, January 21, 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, Commissioner Stan Saltee, Commissioner Ron Peters; Others present: Michael Willis, County Clerk.

Ron Peters, Chairman, 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 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 January 13, 2020

B. Board of County Commissioner's Special Meeting of January 15, 2020

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

V. REPORTS

A. Elected Officials:

1. Assessor - Monthly Revolving Fund for 12/2019 (Clerk's Misc. File No. 20200094)
2. Court Clerk - Monthly for 12/2019 (Clerk's Misc. File No. 20200095)

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

VI. UNFINISHED BUSINESS

- A. Bid Awards & Recommendations - (CC Health) - Generation Z Focus Groups - to Consumer Logic, Inc., the best proposal received that meets the requirements of the focus group needed by CC Health Department (Clerk's Misc. File No. 20200096)
- B. Addendum #1 - (TC Departments) - to the Notice to Bidders for Bermuda Grass Sod, set to open on 2/3/20, to provide an answer to a vendor question (Clerk's Misc. File No. 20200097)

- C. Amendment #1 - (Human Resources) - #1 to the Agreement with R. Jay McAtee, P.C., CMF #245285, R. Jay McAtee, P.C. has merged with Cassody, PLLC and invoices for legal services will now be under McAtee and Cassody, PLLC (Clerk's Misc. File No. 20200098)
- D. Change Orders - Board of County Commissioners:
 - 1. #3 to the agreement with A.S. Designs LLC dba Architectural Sign Designs for the Tulsa County "HQ" Administration Building Renovations bid package 10C (Signage), CMF #247580, for the removal of a conference room sign on the 9th floor. The contract sum will be decreased by \$75 with a new total contract sum of \$40,732 (Clerk's Misc. File No. 20200099)

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

- 2. #6 to the agreement with Talon Commercial Services, LLC for the Tulsa County "HQ" Administration Building Renovations bid package 09A (Drywall), CMF #248061, for drywall work required to create two offices out of a planned conference room on the 9th floor. The contract sum will be increased by \$1,885 with a new total contract sum of \$2,130,536 (Clerk's Misc. File No. 20200100)

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

- 3. #7 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 remove the mow strip at the chain link fencing at the District 1 site. The contract sum will be decreased by \$21,975.62 with a new total contract sum of \$6,993,418.09 (Clerk's Misc. File No. 20200101)
 - 4. #8 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 remove the mow strip at the chain link fencing at the District 3 site. The contract sum will be decreased by \$15,867.93 with a new total contract sum of \$6,977,550.16 (Clerk's Misc. File No. 20200102)

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

- 5. #9 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, converting from natural gas service to propane gas service at the District 1 site. The contract sum will be increased by \$4,026.68 with a new total contract sum \$6,981,576.84 (Clerk's Misc. File No. 20200103)

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

VII. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 1/27/20 (Clerk's Misc. File No. 20200104)

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

- B. Resolution on Disposition of Funds/Cash Fund Estimate of Needs from 12/12/2019 to 1/15/2020 (Clerk's Misc. File No. 20200105)

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

- C. Reappointment - (Board of County Commissioners) - Commissioner Peters - Pat Bruner to Vision Sales Tax Overview Committee, term to expire 12/31/22 (Clerk's Misc. File No. 20200106)

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

- D. Memorandum of Understanding - (Sheriff) - United States Department of Veterans Affairs (VA), Eastern Oklahoma VA Healthcare System (EOVAHCS) - to establish general working relationship as a means of reinforcing interagency coordination and responsibility concerning law enforcement, emergency response, requests for assistance, and physical security and access control operations at EOVAHCS locations (Clerk's Misc. File No. 20200107)

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

- E. Request for Approval - (Board of County Commissioners) - Notice of Termination of lease dated April 1, 2017, between Board of County Commissioners of Tulsa County, Oklahoma on behalf of the Tulsa County Juvenile Bureau and Winfield S. Sealander and Evans H. Sealander for real property located at 205 E. Pine St., Tulsa, OK 74106 (Clerk's Misc. File No. 20200108)

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

- F. Request for Approval - (Highways) - Oklahoma Department of Transportation (ODOT)- for permission for project to be constructed on Tulsa County public right-of-way for ODOT STP Project Tulsa: 61st St. South & Yale Ave. Intersection Rehab (Clerk's Misc. File No. 20200109)

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

G. Resolutions

1. Alternative Courts Programs:
 - a. to designate Vicki Adams as Requesting Officer (Clerk's Misc. File No. 20200111)
 - b. to designate Michael Craddock as Requesting Officer (Clerk's Misc. File No. 20200112)
 - c. to designate Keri Fothergill as Requesting Officer (Clerk's Misc. File No. 20200113)
 - d. to designate Sherry Langston as Requesting Officer (Clerk's Misc. File No. 20200114)
 - e. to designate Ericka Jeffords as Receiving Officer (Clerk's Misc. File No. 20200115)
 - f. to designate Sean Presley as Receiving Officer (Clerk's Misc. File No. 20200116)
 - g. to designate Andrew Runfolo as Requisitioning Officer (Clerk's Misc. File No. 20200117)

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

2. Board of County Commissioners:
 - a. to designate Keri Fothergill as Requesting Officer to replace John Fothergill for the following divisions: Administrative Services; Board of County Commissioners; Building Operations; City-County Health Department; Court Services; Drainage District #13; Election Board; Engineering; Highway Maintenance and Construction; Human Resources; Information Technology; Inspections; Juvenile Bureau; OSU Extension; Parks; Public Defender; Procurement; and Social Services (Clerk's Misc. File No. 20200118)

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.

- b. to terminate lease for real property located at 205 E. Pine, Tulsa, Oklahoma 74105, as the continuance of lease is unnecessary and contrary to the public interest (Clerk's Misc. File No. 20200110)

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.

3. Engineers - ordering approval of plat for Elwood Crossing I Subdivision (Clerk's Misc. File No. 20200119)

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.

H. Agreements

1. Assessor - Thomas Y. Pickett & Company, Inc. - for the professional appraisal services to make a complete appraisal of the business personal property only of the Ex-Sinclair Oil Corporation (Refinery) and Ex-Sunoco Refinery, both now owned by HollyFrontier Tulsa Refining, LLC (Clerk's Misc. File No. 20200120)
2. Board of County Commissioners:
 - a. Conley Group, Inc. - for waterproofing assessment and selective water infiltration testing services at the Tulsa County HQ Administration Building located at 218 W. 6th Street (Clerk's Misc. File No. 20200121)
 - b. Indian Nations Council of Governments (INCOG) - 2017 REAP Contract for Community Development of Liberty VFD for purchase of fire equipment for swift water rescue, firefighting and communications with grant funding of \$20,000, funding period from 3/30/17 to 12/31/20 (Clerk's Misc. File No. 20200122)

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. Employees' Retirement System of Tulsa County - State Street Global Advisors Trust Company - for tax exempt retirement plans (Clerk's Misc. File No. 20200123)
4. Engineers - Streetscan, Inc. - to perform pavement inspection and management services (Clerk's Misc. File No. 20200124)
5. Parks:
 - a. 505 Architects - for the Tulsa County Case Tennis Center at LaFortune Park Air-Conditioning System (Clerk's Misc. File No. 20200125)
 - b. Broadcast Music, Inc. (BMI) - for music license for Local Governmental Entities (Clerk's Misc. File No. 20200126)
 - c. Business Development International - for vending machines located at Tulsa County Parks locations (Clerk's Misc. File No. 20200127)
 - d. Phil Pennington - for professional services for O'Brien Park Large Baseball Fields Reconstruction (Clerk's Misc. File No. 20200128)

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.

I. Inventory Resolutions

1. Assessor - Remove from Capital Inventory (Clerk's Misc. File No. 20200129)
2. Juvenile Bureau - Junked - Modular Building (Clerk's Misc. File No. 20200130)
3. Sheriff:
 - a. Exchanged - Livescan Cabinet (Clerk's Misc. File No. 20200131)
 - b. Junked - Broken Computers (Clerk's Misc. File No. 20200132)
 - c. Junked - Misc. Old Cameras (Clerk's Misc. File No. 20200133)
 - d. Junked - Tasers (Clerk's Misc. File No. 20200134)

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

J. Travel/Training

1. Board of County Commissioners - Keri Fothergill to Understanding the Whole of County Government (Clerk's Misc. File No. 20200135)
2. Human Resources:
 - a. Kathy Burrows, Savannah Haddock and Deneice Arterburn to 2020 OKHR Conference (Clerk's Misc. File No. 20200136)
 - b. Savannah Haddock to 2020 National ADA Symposium (Clerk's Misc. File No. 20200137)
3. OSU Extension - Tracy McKaughan
 - a. to OCES Mentoring Committee (Clerk's Misc. File No. 20200138)
 - b. to CE-FCS Ambassadors Meeting (Clerk's Misc. File No. 20200139)
 - c. to Annual Performance Review (Clerk's Misc. File No. 20200140)

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

K. Personnel Actions

1. Board of County Commissioners (Clerk's Misc. File No. 20200141)
2. Building Operations (Clerk's Misc. File No. 20200142)
3. Court Services (Clerk's Misc. File No. 20200143)
4. Election Board (Clerk's Misc. File No. 20200144)
5. Highways (Clerk's Misc. File No. 20200145)
6. Parks (Clerk's Misc. File No. 20200146)
7. Social Services (Clerk's Misc. File No. 20200147)

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

L. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20200148)

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

M. CC Health Department Documents to Accept & File

1. Agreement - Tulsa Ballet Theater, Inc. for rental of Studio K theater and lobby for quarterly staff meeting from 1/2/20 to 1/30/20; cost of \$500 (Clerk's Misc. File No. 20200149)
2. Personnel Actions (Clerk's Misc. File No. 20200150)
3. Travel/Training (Clerk's Misc. File No. 20200151)

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

N. Claims to be Disallowed (payments cancelled as of 1/13-17/20)

There were no claims to be disallowed.

O. Claims (payments for bills to be paid by 1/6-10/20)

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.

P. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 1/13-17/20

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.

Q. Executive Sessions - (District Attorney) - Requested by Nicholas Williams:

1. Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the Board and its attorney, Jay McAtee, for the purpose of confidential communications concerning a pending claim, to-wit: *Michael Bonin*, Workers' Compensation Court No. CM-16-04431Q, 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. 20200152)
2. Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the Board and its attorney, Jay McAtee, for the purpose of confidential communications concerning a pending claim, to-wit: *Michael Bonin*, Workers' Compensation Court No. 2016-04432X, 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. 20200153)

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

Executive Session commenced at 8:40 a.m.

Motion made by Karen Keith, seconded by Stan Sallee, to reconvene the regular meeting at 8:45 a.m. Upon roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

R. Discussion and Possible Action Regarding Executive Session Items

Motion made by Karen Keith, seconded by Stan Sallee, to allow Jay McAtee to offer settlement in the amount discussed in Executive Session, to wit: Michael Bonin, Workers' Compensation Court No. CM-16-04431Q and Michael Bonin, Workers' Compensation Court No. 2016-04432X. Upon roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

VIII. ADJOURN

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

BOARD OF COUNTY COMMISSIONERS

Ron Peters, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk