

(Agenda of meeting was posted in the central lobby and outside of the Ray Jordan Tulsa County Administration building on July 26, 2019 at 9:03 a.m.)

MINUTES
Monday, July 29, 2019

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 Stan Sallee, Chief Deputy John Fothergill, Commissioner Ron Peters. Others present: Michael Willis, County Clerk.

Ron Peters, Chairman Pro Tem, called the meeting to order at 9:30 a.m. and the follow 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 July 22, 2019

Motion made by Stan Sallee, seconded by John Fothergill, to approve the Minutes. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

V. REPORT

A. County Clerk - Quarterly E-911 Funds for 4/1/19 to 6/30/19 (Clerk's Misc. File No. 20190146)

Motion made by John Fothergill, seconded by Stan Sallee, to approve the Report. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

VI. UNFINISHED BUSINESS

A. Bid Openings:

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.

1. TC Maintenance Garages - Dodge OEM Parts - United Ford PDC (Clerk's Misc. File No. 20190147)

Motion made by John Fothergill, seconded by Stan Sallee, to refer the bid to TC Maintenance Garages and Purchasing for analysis, review and recommendation on August 5, 2019. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

B. Bid/Qualification Awards:

1. Juvenile Bureau - Architectural Services for Visitor Parking Lot at the Tulsa County Juvenile Justice Center - to Wallace Engineering - Structural Consultants, Inc., after thorough review of the statements of qualifications received, the evaluation team has selected Wallace Engineering as the highest-rated submission and would recommend entering into contract negotiations with this firm. (Clerk's Misc. File No. 20190148)
2. TC Departments - Compressed Gases and Medical Gases - to Reject the Only Bid Received from Praxair Distribution, Inc., based on the bid process, their submission did not meet the clearly stated specifications with regard to fees and product unit costs. The City County Health Department will seek the items through other local suppliers during the next twelve months to cover their needs. (Clerk's Misc. File No. 20190149)

Motion made by Stan Sallee, seconded by John Fothergill, to approve the Bid/Qualification Awards. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

- C. Addendum #1 - (TC Central Garage) - to the Notice to Bidders for High Pursuit Tires set to open 8/5/19 at 9:30 a.m. with bids to be received by the County Clerk's office until 4:00 p.m. on 8/2/19, to provide answers to vendor questions and clarifications to conditions and specifications (Clerk's Misc. File No. 20190150)

Motion made by Stan Sallee, seconded by John Fothergill, to approve the Addendum. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

- D. Amendment #1 - (Highways) - to the Award for Aluminum Sign Blanks to Vulcan, Inc., CMF #245765, to renew award for one year beginning 8/30/19 with no changes to terms of the bid. (Clerk's Misc. File No. 20190151)

Motion made by John Fothergill, seconded by Stan Sallee, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

- E. Amendment #1 - (TC Departments) - to the Award for Agricultural Supplies Partially Awarded to Helena Agri-Enterprises, LLC, CMF #248196, for price increase to item. The Tulsa County Purchasing Department was notified that there was a clerical error on Helena Agri-Enterprises's bid which resulted in a price discrepancy for the Podium herbicide. On the bid, Tulsa County asked for a 2.5 gallon size container of this product. Helena Agri-Enterprises erroneously bid \$118.75 and did not document on their bid that this price was actually for a one gallon size container and not a 2.5 gallon size container. This discrepancy was discovered after a Tulsa County department placed an order for the Podium herbicide. The correct price is \$296.88 for the 2.5 gallon size container. This price is still the lowest and best for this item. (Clerk's Misc. File No. 20190152)

Motion made by Stan Sallee, seconded by John Fothergill, to approve the Amendment. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

- F. Change Order #1 - (Board of County Commissioners) - to the Bid Award to DH Pace Company, Inc., for the Tulsa County "HQ" Administration Building Renovations Bid Package 08C (Door Hardware), CMF #247245, to incorporate door changes made as part of the value engineering completed for the HQ re-bid packages. The contract sum will be increased by \$3,660 with a new total contract sum of \$200,666. (Clerk's Misc. File No. 20190153)

Motion made by John Fothergill, seconded by Stan Sallee, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

- G. Change Order #2 - (Board of County Commissioners) - to the Agreement with Total Demolition Services, LLC for the Tulsa County "HQ" Administration Building Renovations Bid Package 02A (Selective Demolition), CMF# 247512, to remove the remainder of the 9th floor office wall plaster that was originally going to be reused. The contract time is unaffected by this change order. The contract sum will be increased by \$5,423 with a new total contract sum of \$387,564 (Clerk's Misc. File No. 20190154)

Motion made by Stan Sallee, seconded by John Fothergill, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

VII. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 8/5/19 (Clerk's Misc. File No. 20190155)

Motion made by Stan Sallee, seconded by John Fothergill, to approve the Gas and Diesel Fuel Quotes. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

- B. Requests for Approval:

1. Court Services - of a Certification of Contract for Oklahoma's Office of Management and Enterprise Services Related to the All Services FY 2020 Fixed Rate Service Contract with the Oklahoma Department of Corrections, Probation and Parole Services, Community Sentencing, for the Administration of a Community Service Program (Clerk's Misc. File No. 20190156)
2. Engineers - Quit Claim Deed - to Richard L. Farris. This transaction finalizes the sale of excess County property, awarded to Richard Farris on 7/8/19 for \$1,650 for the following described real estate, situated in the County of Tulsa State of Oklahoma, to-wit: Lots Twelve (12), Thirteen (13), Fourteen (14), Fifteen (15), Sixteen (16) and Seventeen (17), Block Four (4), East Turley Addition, an addition to the Town of Turley, Tulsa County, Oklahoma, according to the recorded plat thereof, subject to a Drainage Easement along the west 60 feet, and any other easements of record (Clerk's Misc. File No. 20190157)
3. Sheriff - to Accept Donation from Summit Food Service for TCSO Employee Appreciation Lunch on 8/23/19 at David L. Moss Facility (Clerk's Misc. File No. 20190158)
4. Social Services - to Accept Donations from Community Food Bank; various nursing homes; and various individuals of food; medications; and various items for 6/2019 (Clerk's Misc. File No. 20190159)

Motion made by John Fothergill, seconded by Stan Sallee, to approve, as needed, the Requests for Approval. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

- C. Sign Contractor's Bond - (Inspections) - to Lamar Central Outdoor, LLC as Principal and RLI Insurance Company of Peoria, IL as surety for bond of \$10,000 from 4/30/19 to 4/30/20 (Clerk's Misc. File No. 20190160)

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

D. Resolutions:

1. County Clerk:
 - a. to Designate Traci M. Scullaw as Requesting and Receiving Officer to replace Kathy Semler (Clerk's Misc. File No. 20190161)
 - b. to Designate Aaron Wiedman as Requisitioning Officer to replace Amy Fair (Clerk's Misc. File No. 20190162)
2. County Clerk for Fiscal Office - to Designate Traci M. Scullaw as Requesting Officer to replace Kathy Semler (Clerk's Misc. File No. 20190163)

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

E. Agreements:

1. Board of County Commissioners - Rimkus Consulting Group, Inc. - Engagement Letter for Services in *Tyner, et al. v. Regalado, et al.*, case no. CJ-2018-747, Pending in the District Court of Tulsa County, State of Oklahoma (Clerk's Misc. File No. 20190164)
2. Court Clerk - Tulsa County Public Facilities Authority - for Booth Rental at the Tulsa State Fair from 9/26/19 to 10/6/19 located at the River Spirit Expo, Lower level, Space 356; cost of \$1,714 (Clerk's Misc. File No. 20190165)
3. Juvenile Bureau - Haskell County - for Temporary Custody of Juveniles for FY 2019-2020 (Clerk's Misc. File No. 20190166)
4. Social Services - Dispensary of Hope, LLC - for Access to its Charitable Pharmaceutical Program that Facilitates Logistics to Provide Medications for FY 2019-2020 (Clerk's Misc. File No. 20190167)

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

- F. Agreement Renewal - (County Clerk) - Tyler Technologies, Inc. for renewal of CMF #245641 for FY 2019-2020 (Clerk's Misc. File No. 20190168)

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

G. Inventory Resolutions:

1. Assessor - Remove from Capital Inventory (Clerk's Misc. File No. 20190169)
2. Building Operations:
 - a. Junked (Clerk's Misc. File No. 20190170)

- b. Stolen (Clerk's Misc. File No. 20190171)
 - c. Surplus (Clerk's Misc. File No. 20190172)
- 3. Drainage District #12 - Junked (Clerk's Misc. File No. 20190173)
- 4. Sheriff:
 - a. Donated (Clerk's Misc. File No. 20190174)
 - b. Auctioned (Clerk's Misc. File No. 20190175)
- 5. Social Services - Warranty Replacement (Clerk's Misc. File No. 20190176)

Details available in the office of the County Clerk. Motion made by Stan Saltee, seconded by John Fothergill, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Stan Saltee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

H. Sole Sources:

- 1. CC Health:
 - a. Hach Company - for Lachat Instruments QC8000 and QC8500 Series 2 Flow Injection Analyzer (Clerk's Misc. File No. 20190177)
 - b. IDEXX Laboratories, Inc. - for parts and service for IDEXX water products (Clerk's Misc. File No. 20190178)
 - c. Thermo Fisher Scientific/Thermo Electron North America, LLC - for spectrometer parts and repair for iCE3000 Series, including the iCE3300, iCE3400 and the iCE3500 (Clerk's Misc. File No. 20190179)
- 2. Parks:
 - a. Holliday Sand & Gravel Company - for the USGA Greens Mix and the 90/10 Dakota Peat mix at for use at Tulsa County Golf Courses. Since Holliday Sand and Gravel provided sand for reconstruction for the putting greens, it is critical for the greens to be topdressed using the identical sand so as to prevent layering (Clerk's Misc. File No. 20190180)
 - b. Kansas Golf & Turf, Inc. - for all Turfco, Jacobsen and Smithco equipment, specialty products and parts (Clerk's Misc. File No. 20190181)
 - c. Keeling Company - for Rain Bird Golf Irrigation Products and Service (Clerk's Misc. File No. 20190182)
 - d. R&R Products, Inc. - for R&R replacement parts and products (Clerk's Misc. File No. 20190183)

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

I. Travel/Training

- 1. Administrative Services - Belle McDaniel and Douglas Roberts to UAG Drone Pilot test/certification on 8/2/19 at TCC-Riverside Campus in Tulsa, OK; cost of \$300 (Clerk's Misc. File No. 20190184)

2. IT - Rollin Cowherd to Veeam Certified Engineer virtual training; cost of \$1,500 (Clerk's Misc. File No. 20190185)

Motion made by Stan Sallee, seconded by John Fothergill, to approve the Travel/Training. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

J. Personnel Actions

1. Administrative Services (Clerk's Misc. File No. 20190186)
2. Parks (Clerk's Misc. File No. 20190187)

Motion made by John Fothergill, seconded by Stan Sallee, to approve the Personnel Actions. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

K. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20190188)

Motion made by John Fothergill, seconded by Stan Sallee, to accept and file the Juvenile Bureau Personnel Actions. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

L. CC Health Department Documents to Accept & File

1. Agreements:
 - a. Scott Adkins Consulting, Inc. - for public relations and community relations consulting, program funding and legislative issue consulting from 7/1/19 to 6/30/20; cost of \$54,564.21/yr. paid monthly @ \$4,547.02/mo. (Clerk's Misc. File No. 20190190)
 - b. Stanfield & O'Dell, PC - for annual financial audit of TCCHD and preparation of required statements for FY 18-19 from 7/1/19 to 10/31/19; cost of \$38,250 (Clerk's Misc. File No. 20190189)
2. Personnel Actions (Clerk's Misc. File No. 20190191)
3. Travel/Training (Clerk's Misc. File No. 20190192)

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

M. Claims to be Disallowed (payments cancelled as of 7/22-26/19)

There were no claims to be disallowed.

N. Claims (payments for bills to be paid by 7/15-19/19)

Motion made by John Fothergill, seconded by Stan Sallee, to approve and authorize execution by the Commission. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

O. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 7/22-26/19

Motion made by Stan Sallee, seconded by John Fothergill, to approve and authorize execution by the Commission. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

- P. Executive Session - (District Attorney) - 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: *Mooney v. Regalado, et al.*, Case No. CJ-2018-4813, pending in the Tulsa County District Court, State 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

Motion made by Stan Saltee, seconded by John Fothergill, to go into Executive Session. Upon roll call, Yes - Stan Saltee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

Executive Session commenced at 9:40 a.m.

The regular meeting reconvened at 9:44 a.m.

- Q. Discussion and Possible Action Regarding Executive Session Item

Motion made by John Fothergill, seconded by Stan Saltee, to hire Keith Wilkes with Hall Estill to represent the Sheriff and the Board of County Commissioners of Tulsa County in case of *Mooney v. Regalado, et al.*, Case No. CJ-2018-4813, pending in the Tulsa County District Court, State of Oklahoma. Upon roll call, Yes - Stan Saltee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20190193)

VIII. ADJOURN

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

ATTEST:

Karen Keith, Chairman

Michael Willis, Tulsa County Clerk

(DETAILS OF THE ABOVE ARE AVAILABLE IN THE OFFICE OF THE COUNTY CLERK.)