

(Agenda of meeting was posted on the Tulsa County website at [www.tulsacounty.org](http://www.tulsacounty.org) on July 1, 2020 at 4:00 p.m.)

MINUTES  
Monday, July 6, 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: Chief Deputy Keri Fothergill, Commissioner Stan Sallee, Commissioner Ron Peters. Others present: County Clerk Michael Willis.

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

II. PLEDGE OF ALLEGIANCE

Gwen Freeman led the Pledge of Allegiance.

III. MINUTES

A. Board of County Commissioner's Meeting of June 29, 2020

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

IV. UNFINISHED BUSINESS

A. Bid Openings - TC Departments:

1. Vehicle Lubricants and Antifreeze
  - a. Altus Oil & Feed (Clerk's Misc. File No. 20201656)
  - b. Quality Petroleum, Inc. (Clerk's Misc. File No. 20201657)
  - c. Sun Coast Resources, Inc. (Clerk's Misc. File No. 20201658)
  - d. Timmons Oil Company, Inc. (Clerk's Misc. File No. 20201659)

Motion made by Stan Sallee, seconded by Keri Fothergill, to refer the bids to TC Departments and Procurement for analysis, review and recommendation on 7/13/20. Upon roll call, Yes - Keri Fothergill, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

2. Top Soil and Fill Dirt

- a. Earth Smart Construction (Clerk's Misc. File No. 20201660)
  - b. Mills Truck & Tractor, Inc. (Clerk's Misc. File No. 20201661)

Motion made by Keri Fothergill, seconded by Stan Sallee, to refer the bids to TC Departments and Procurement for analysis, review and recommendation on 7/13/20. Upon roll call, Yes - Keri Fothergill, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

B. Bid Award & Recommendation - (Board of County Commissioners) - Tulsa County HQ  
Building Exterior Envelope - Deferred

- C. Addendum #1 - (Building Operations) - to the Notice to Bidders for the Annex Building Cooling Tower Replacement, set to open 7/27/2020, to provide clarifications to the solicitation as well as responses to vendor submitted questions and substitution requests (Clerk's Misc. File No. 20201662)

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

D. Amendments

1. Human Resources - #1 to the agreement with Gradar, LLC for Enterprise software licensing and support, CMF #20201477 - Deferred
2. TC Departments - #1 to the bid award for Deodorizing Agents and Cleaners to multiple vendors, CMF #20200757, to rescind items from Home Depot and award to Advanced Industrial Solutions and Empire Paper. After further evaluation of the bid responses, it was discovered that the Tulsa County Procurement Department had made multiple calculation errors (Clerk's Misc. File No. 20201663)

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

- E. Change Order #18 - (Board of County Commissioners) - to the agreement with Colburn Electric, LLC for the Tulsa County "HQ" Administration Building Renovations bid package 26A (Electrical), CMF #247582, for a credit for the overhead and profit from deductive change order 6. The contract sum will be decreased by \$426 with new total contract sum of \$3,052,932 (Clerk's Misc. File No. 20201664)

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

V. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 7/13/2020 (Clerk's Misc. File No. 20201665)

Motion made by Stan Sallee, seconded by Keri Fothergill, to approve the gasoline & diesel fuel quotes. Upon roll call, Yes - Keri Fothergill, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

- B. Reappointment - (Commissioner Sallee) - Don Hutchinson to the Tulsa County Board of Adjustment, effective 9/16/2020 for a three year term with term to expire 9/15/2023 (Clerk's Misc. File No. 20201666)

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

- C. Memorandum of Understanding - (Engineers) - for relocation of an existing waterline allowing for construction of proposed improvements on Garnett Road between 91st and 101st Street South (Clerk's Misc. File No. 20201667)

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

D. Requests for Approval

1. Board of County Commissioners - for the Oklahoma State Auditor and Inspector's Office to engage in a Financial & Federal audit with Tulsa County for fiscal year 2020 (Clerk's Misc. File No. 20201668)
2. Treasurer - Resale Property Fund Financial Statement from 7/1/2019 to 6/30/2020 (Clerk's Misc. File No. 20201669)

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

E. Resolutions

1. Board of County Commissioners:
  - a. Consider and Approve an Amended and Restated Resolution Levying and Imposing a Use Tax in Tulsa County on the Storage, Use or Other Consumption of Tangible Personal Property Used, Stored or Consumed Within Tulsa County (Clerk's Misc. File No. 20201670)

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

- b. for the partial distribution of Sales Tax Funds via Bond Proceeds for improvement and renovations to the property at 218 W. 6th St., Tulsa, OK to become the HQ Administration Building for Tulsa County Administration Departments, increasing the previous encumbrance of \$21,995,000 dated October 21, 2019 to \$22,688,000. This includes funding for items not currently under contract, contingency replenishment and percentage fees related to the project 9(Clerk's Misc. File No. 20201671)

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

2. Tulsa County Industrial Authority - Consider and adopt the following resolutions ratifying and affirming the following agreements:
  - a. Projects Agreement dated September 1, 2010 relating to the Authority's Capital Improvement Revenue Bonds, Refunding Series 2010 and other obligations of the Authority therein described as therein provided (Clerk's Misc. File No. 20201672)
  - b. Projects Agreement dated March 1, 2013 relating to the Authority's Capital Improvement Revenue Bonds, Series 2013 and other obligations of the Authority therein described as therein provided (Clerk's Misc. File No. 20201673)
  - c. Lease Agreement dated December 1, 2019 relating to the Authority's Health Facilities Revenue Bonds, Refunding Series 2019 and other obligations of the Authority therein described as therein provided (Clerk's Misc. File No. 20201674)

- d. Projects Agreement dated April 1, 2016 relating to the Authority's Capital Improvement Revenue Bonds, Series 2016 and other obligations of the Authority therein described as therein provided (Clerk's Misc. File No. 20201675)
- e. Projects Agreement dated October 1, 2015 relating to the Authority's Subordinate Capital Improvement Revenue Bonds, Series 2015 and other obligations of the Authority therein described as therein provided (Clerk's Misc. File No. 20201676)
- f. Projects Agreement dated July 1, 2014 relating to the Authority's Capital Improvement Revenue Bonds, Series 2014 and other obligations of the Authority therein described as therein provided (Clerk's Misc. File No. 20201677)
- g. Projects Agreement dated December 1, 2017 relating to the Authority's Capital Improvement Revenue Bonds, Series 2017 and other obligations of the Authority therein described as therein provided (Clerk's Misc. File No. 20201678)

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

F. Agreements

- 1. Assessor - OMECorp Genesis Business Systems - for equipment maintenance services for FY 2020-2021; cost of \$857 (Clerk's Misc. File No. 20201679)
- 2. Board of County Commissioners:
  - a. Alternative Dispute Resolution System of the State of Oklahoma - for providing partial state funding for the operation of dispute mediation known as Early Settlement Tulsa Mediation Program for FY 2020-2021 (Clerk's Misc. File No. 20201680)
  - b. Milliman, Inc. - for actuarial consulting services related to GASB 74/75 (post-employment benefits) for FY 2020-2021; cost of \$10,750 (Clerk's Misc. File No. 20201681)
- 3. County Clerk - ImageNet Consulting, LLC - for lease and service of two Konica Minolta C550i and one Konica Minolta 458e machines for FY 2020-2021; cost of \$523.35/mo. (Clerk's Misc. File No. 20201682)
- 4. Employees' Retirement System of Tulsa County - Principal Enhanced Property Fund, L.P.:
  - a. Authorized Signatories List (Clerk's Misc. File No. 20201683)
  - b. Certification of Legal Existence (Clerk's Misc. File No. 20201684)
  - c. Subscription Agreement (Clerk's Misc. File No. 20201685)
  - d. Side Letter Agreement (Clerk's Misc. File No. 20201686)
- 5. Engineers - APAC-Central, Inc. - for Mill Overlay for 76th Street North from Yale to Sheridan; total cost of \$44,900 (Clerk's Misc. File No. 20201687)

6. Highways - Advance Alarms, Inc. - for alarm service and monitoring at Highway District #2 for FY 2020-2021; cost of \$420/yr. (Clerk's Misc. File No. 20201688)
7. Juvenile Bureau - State of Oklahoma Office of Juvenile Affairs - for Regional Secure Detention for FY 2021 (Clerk's Misc. File No. 20201689)
8. Parks:
  - a. DanceFit LLC - for Jazzercise classes at South County Recreation Center for FY 2020-2021 (Clerk's Misc. File No. 20201690)
  - b. Michelle Brazell - for yoga classes at South County Recreation Center for FY 2020-2021 (Clerk's Misc. File No. 20201691)
9. Sheriff - TruGreen Commercial - for fertilizer and broadleaf weed control service at David L. Moss Criminal Justice Center - Deferred

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

G. Agreement Renewals

1. Administrative Services - ImageNet Consulting, LLC - for renewal of CMF #20190979 for FY 2020-2021 (Clerk's Misc. File No. 20201692)
2. Board of County Commissioners - Gene Dennison - for renewal of CMF#20200506 for FY 2020-2021 (Clerk's Misc. File No. 20201693)
3. Board of County Commissioners, Court Clerk, Sheriff and Tulsa County Court Costs Administrator - Norman Wohlgemuth Chandler Jeter Barnett & Ray - for renewal of CMF #243725, #243562 and CMF #20200807 for FY 2020-2021 (Clerk's Misc. File No. 20201694)
4. County Clerk - Tyler Technologies, Inc. - for renewal of CMF #248351 for FY 2020-2021 (Clerk's Misc. File No. 20201695)
5. Sheriff - Tech Friends, Inc. - for renewal of CMF #20190221 for FY 2020-2021 (Clerk's Misc. File No. 20201696)
6. Treasurer - Wycom Systems, Inc. - for renewal of CMF #248427 for FY 2020-2021 (Clerk's Misc. File No. 20201697)

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

H. Request to Advertise for Bids - (TC Departments) - Dodge OEM Parts (Clerk's Misc. File No. 20201698)

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

I. Inventory Resolutions

1. Building Operations - Retired - 2017 Ford Utility Interceptor (Clerk's Misc. File No. 20201699)
2. County Clerk:
  - a. Junked - Ice Machine (Clerk's Misc. File No. 20201726)
  - b. Transferred to Highways - Motorola Car Radios (Clerk's Misc. File No. 20201700)
3. IT - Junked - Meraki MR11 (Clerk's Misc. File No. 20201701)

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

J. Utility Permit - (Engineers) - Oklahoma Natural Gas Company - to cross S. 174th W. Ave. (Clerk's Misc. File No. 20201702)

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

K. Travel/Training

1. Board of County Commissioners - Mike Craddock to ACCO Fall Conference (Clerk's Misc. File No. 20201703)
2. OSU Extension:
  - a. Augustus Holland for unplanned travel in FY 2020-2021 (Clerk's Misc. File No. 20201704)
  - b. Brian Jervis for unplanned travel for FY 2020-2021 (Clerk's Misc. File No. 20201705)
  - c. Jan Dawson for unplanned travel for FY 2020-2021 (Clerk's Misc. File No. 20201706)
  - d. Lisa Nicholson to judge record books (Clerk's Misc. File No. 20201707)
  - e. Lisa Nicholson to Mentee Training (Clerk's Misc. File No. 20201708)
  - f. Lisa Nicholson to Record Book Interviews (Clerk's Misc. File No. 20201709)
  - g. Michelle Bonicelli to get MWV supplies (Clerk's Misc. File No. 20201710)
  - h. Michelle Bonicelli to OAFCS Meeting (Clerk's Misc. File No. 20201711)
  - i. Michelle Bonicelli to OHCE (Clerk's Misc. File No. 20201712)
  - j. Michelle Bonicelli for unplanned travel for FY 2020-2021 (Clerk's Misc. File No. 20201713)

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

L. Personnel Actions

1. Building Operations (Clerk's Misc. File No. 20201714)
2. Court Services (Clerk's Misc. File No. 20201715)
3. Election Board (Clerk's Misc. File No. 20201716)
4. Highways (Clerk's Misc. File No. 20201717)
5. Parks (Clerk's Misc. File No. 20201718)
6. Social Services (Clerk's Misc. File No. 20201719)

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

M. CC Health Department Documents to Accept & File

1. Personnel Actions (Clerk's Misc. File No. 20201720)
2. Travel/Training (Clerk's Misc. File No. 20201721)

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

N. Claims to be Disallowed (payments cancelled as of 6/29-7/3/2020)

There were no claims to be disallowed.

O. Claims (payments for bills to be paid by 6/22-26/2020)

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

P. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 6/29-7/3/2020

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

Q. COVID-19 Virus Discussion and Update

Joe Kralicek, Director of Tulsa Area Emergency Management Agency, gave an update on COVID19 numbers in Tulsa. He also reported the distribution of PPE kits will continue today and they are working on what will be needed by area schools.

R. Discussion and Possible Action regarding COVID-19 CARES Funding

Requests/Reports/CARES Funding Agreements (Clerk's Misc. File No. 20201722)

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

## VI. 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.

## VII. 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.

## VIII. ADJOURN

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

BOARD OF COUNTY COMMISSIONERS

Ron Peters, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk