

(Agenda of meeting was posted on the Tulsa County website at www.tulsacounty.org on June 18, 2020 at 9:14 a.m.)

MINUTES
Monday, June 22, 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. MINUTES

A. Board of County Commissioner's Meeting of June 15, 2020

B. Board of County Commissioner's Special Meeting of June 17, 2020

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.

III. REPORTS

A. Assessor - Monthly Revolving Fund for May 2020 (Clerk's Misc. File No. 20201459)

B. Highway District 2 - Annual Inventory Certification for FY 2019-2020 (Clerk's Misc. File No. 20201460)

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

IV. UNFINISHED BUSINESS

A. Bid Award & Recommendation - (Highways) - Reinforced Concrete Box Sections - to GNC Concrete Products, Inc. and Scurlock Industries of North Miami, OK. Scurlock Industries offered the lowest price per linear foot on the majority of items, our recommendation is to accept and award to both vendors as they have offered different standard segment lengths which will allow for use in different applications. This award is from 6/22/2020 through 2/28/2021 (Clerk's Misc. File No. 20201461)

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

B. Amendments

1. Assessor - #4 to the agreement with Canon Solutions America, Inc., CMF #245783, to extend the annual maintenance of equipment for FY 2020-2021; cost of \$4,239.84/yr. (Clerk's Misc. File No. 20201462)
2. TC Departments - #1 to the bid award for Coffee Service to Imperial Coffee, CMF #20200940, to add five individual items (Clerk's Misc. File No. 20201463)

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

- C. Change Order #17 - (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 removal of solids interceptor and garbage disposals, relocation of network closet cooling units, addition of a horn strobe per the Oklahoma State Fire Marshal, and relocation of miscellaneous electrical for beam conflicts at the roof mechanical room. The contract sum will be increased by \$6,983 with a new total contract sum of \$3,053,358 (Clerk's Misc. File No. 20201464)

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.

V. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending June 29, 2020 (Clerk's Misc. File No. 20201465)

Motion made by Karen Keith, seconded by Stan Saltee, to amend the week ending date from 6/29/2020 to 7/6/2020. Upon roll call, Yes - Karen Keith, Stan Saltee, Ron Peters. No - None. Abstain - None. Motion carried.

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

- B. Memorandum of Understanding - (Sheriff) - Indian Nations Council of Government (INCOG) - to assist Tulsa County in providing accurate 9-1-1 call locations and to perform certain duties (Clerk's Misc. File No. 20201466)

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.

C. Requests for Approval

1. Board of County Commissioners:

- a. Paid Election Service Administrative Leave for Qualifying Employees Policy, TCP 107-K, establishing policies providing paid election service administrative leave, not to exceed three (3) days per election, to enable qualifying Tulsa County employees to optionally provide services to the County Election Board as a precinct official, absentee voting board member or auxiliary election worker, as authorized by law and resolution of the Board of County Commissioners (Clerk's Misc. File No. 20201467)
- b. Salary Administration Program Policy, TCP 103, establishing policies for the Tulsa County Administration Program administered by the Tulsa County Human Resources Division (Clerk's Misc. File No. 20201468)

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

2. Human Resources:

- a. Proposal for Excess Workers Compensation Policy with Midwest Employers Mutual (Clerk's Misc. File No. 20201469)
- b. Proposal for Property Insurance Policy with Zurich (Clerk's Misc. File No. 20201470)

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

3. Sheriff:

- a. Cliff Morrison, to retain peace officer status and be designated as a Peace Officer, Retired under Title 19 O.S. Sec 553 & Sec 554, retirement effective 6/30/2020 (Clerk's Misc. File No. 20201471)

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

- b. Letter to Request Termination of I.C.E. Detention and Transport Contract approved on 4/29/2019 (Clerk's Misc. File No. 20201472)

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. Agreements

1. Assessor - LexisNexis Risk Solutions FL, Inc. - for subscription to Accurint for Government services for FY 2020-2021; cost of \$105/mo. (Clerk's Misc. File No. 20201473)
2. Board of County Commissioners - The Metropolitan Environmental Trust (The M.e.t.) - for Solid Waste Management Services for Residents in the Unincorporated Areas of Tulsa County (Clerk's Misc. File No. 20201474)
3. Engineers - City of Skiatook - for standard traffic striping on public roadways in the City of Skiatook in CED #1 (Clerk's Misc. File No. 20201475)
4. Human Resources:
 - a. CompTeam, LLC - for implementation and systems support for FY 2020- 2021; cost of \$150/hr. (Clerk's Misc. File No. 20201476)
 - b. Gradar, LLC - for Enterprise software licensing and support of the "gradar" analytical job evaluation system for a term of one year; cost of \$6,000 (Clerk's Misc. File No. 20201477)
5. Juvenile Bureau:
 - a. Harmon County - for temporary custody of juveniles for FY 2020-2021 (Clerk's Misc. File No. 20201478)
 - b. Haskell County - for temporary custody of juveniles for FY 2020-2021 (Clerk's Misc. File No. 20201479)
 - c. Jefferson County - for temporary custody of juveniles for FY 2020-2021 (Clerk's Misc. File No. 20201480)
 - d. Payne County - for temporary custody of juveniles for FY 2020-2021 (Clerk's Misc. File No. 20201481)
 - e. Stephens County - for temporary custody of juveniles for FY 2020-2021 (Clerk's Misc. File No. 20201482)
 - f. Woods County - for temporary custody of juveniles for FY 2020-2021 (Clerk's Misc. File No. 20201483)
6. Sheriff - US Fleet Tracking - for four (4) portable GPS devices with regular monthly service for FY 2020-2021; cost of \$712.55, plus monthly charge of \$159.80 (Clerk's Misc. File No. 20201484)

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. Agreement Renewals

1. Administrative Services:
 - a. Heidelberg USA - for renewal of CMF #247764 for FY 2020-2021 (Clerk's Misc. File No. 20201485)
 - b. Heidelberg USA - for renewal of CMF #247765 for FY 2020-2021 (Clerk's Misc. File No. 20201486)
 - c. ImageNet Consulting, LLC - for renewal of CMF #247766 for FY 2020-2021 (Clerk's Misc. File No. 20201487)
 - d. ImageNet Consulting, LLC - for renewal of CMF #247760, #247761, #247762, #247812, #248313, #20190017, #20190348, #20190349, #20191181, #20190978 for FY 2020-2021 (Clerk's Misc. File No. 20201488)
 - e. Mail Finance (OME) - for renewal of CMF #247888 for FY 2020- 021 (Clerk's Misc. File No. 20201489)
2. Board of County Commissioners:
 - a. Baum Glass Jayne & Carwile, PLLC - for renewal of CMF #247674 for FY 2020-2021 (Clerk's Misc. File No. 20201490)
 - b. City of Bixby - for renewal of CMF #248231 for FY 2020-2021 (Clerk's Misc. File No. 20201491)
 - c. City of Bixby - for renewal of CMF #20191268 for FY 2020-2021 (Clerk's Misc. File No. 20201492)
 - d. City of Collinsville - for renewal of CMF #20190686 for FY 2020-2021 (Clerk's Misc. File No. 20201493)
 - e. City of Owasso - for renewal of CMF #247890 for FY 2020-2021 (Clerk's Misc. File No. 20201494)
 - f. City of Owasso - for renewal of CMF #20201098 for FY 2020-2021 (Clerk's Misc. File No. 20201495)
 - g. City of Sand Springs - for renewal of CMF #248233 for FY 2020-2021 (Clerk's Misc. File No. 20201496)
 - h. City of Sand Springs - for renewal of CMF #20191269 for FY 2020-2021 (Clerk's Misc. File No. 20201497)
 - i. City of Sapulpa - for renewal of CMF #248234 for FY 2020-2021 (Clerk's Misc. File No. 20201498)
 - j. Town of Sperry - for renewal of CMF #248235 for FY 2020-2021 (Clerk's Misc. File No. 20201499)
3. IT:
 - a. ConvergeOne, Inc. - for renewal of CMF #248144 for FY 2020-2021 (Clerk's Misc. File No. 20201500)
 - b. Safety Skills - for renewal of CMF #20190418 for FY 2020-2021 (Clerk's Misc. File No. 20201501)
4. Parks:
 - a. Bank of Oklahoma/Transfund - for renewal of CMF #248225 for FY 2020-2021 (Clerk's Misc. File No. 20201502)
 - b. The Bridges Foundation - for renewal of CMF #248240 for FY 2020-2021 (Clerk's Misc. File No. 20201503)
 - c. Cox Business - for renewal of CMF #20190038 for FY 2020-2021 (Clerk's Misc. File No. 20201504)
 - d. JSJ, Inc. - for renewal of CMF #248080 for FY 2020-2021 (Clerk's Misc. File No. 20201505)

5. Sheriff:
 - a. ATM Depot - for renewal of CMF #248420 for FY 2020-2021 (Clerk's Misc. File No. 20201506)
 - b. BOKF, NA dba Bank of Oklahoma - for renewal of CMF #248082 for FY 2020-2021 (Clerk's Misc. File No. 20201507)
 - c. Hall, Estill, Hardwick, Gable, Golden & Nelson, PC - for renewal of CMF #20191272 for FY 2020-2021 (Clerk's Misc. File No. 20201508)
 - d. ImageNet Consulting, LLC - for renewal of CMF #248372 for FY 2020-2021 (Clerk's Misc. File No. 20201509)
 - e. JD Young - for renewal of CMF #248422 for FY 2020-2021 (Clerk's Misc. File No. 20201510)
 - f. Peoria Holdings, LLC - for renewal of CMF #20191248 for FY 2020-2021 (Clerk's Misc. File No. 20201511)

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. Inventory Resolutions

1. Administrative Services - Junked - Misc. Items (Clerk's Misc. File No. 20201512)
2. County Clerk - Transferred to Procurement - 3 Dell Laptops (Clerk's Misc. File No. 20201513)
3. Court Services - Retired - Misc. Items (Clerk's Misc. File No. 20201514)
4. Engineers:
 - a. Lost - Radios (Clerk's Misc. File No. 20201515)
 - b. Retired - Misc. Items (Clerk's Misc. File No. 20201516)
5. IT:
 - a. Junked - Misc. Equipment (Clerk's Misc. File No. 20201517)
 - b. Transferred to Administrative Services - 2 Optiplex Minitowers (Clerk's Misc. File No. 20201518)
 - c. Transferred to BOCC - HP Computer (Clerk's Misc. File No. 20201519)
 - d. Transferred to Sheriff - Optiplex Small Form Factor (Clerk's Misc. File No. 20201520)
6. Parks - Junked - Misc. Items (Clerk's Misc. File No. 20201521)

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. Sole Sources

1. CC Health Department - Veldstra Communications Inc. dba GTW Systems - for equipment, engineering and service maintenance for the custom Cellular Antenna Distribution Systems installed at the Northwest Regional Health and Wellness Center (Clerk's Misc. File No. 20201522)
2. Engineers - Advanced Drainage Systems, Inc. - for "HP Storm" pipe for the gravity flow conveyance applications (Clerk's Misc. File No. 20201523)
3. Highways - P&K Equipment - for Tiger Mower parts (Clerk's Misc. File No. 20201524)

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. Utility Permits - Engineers:

1. East Central Oklahoma Electric Cooperative, Inc.:
 - a. to cross S. Peoria Ave. (Clerk's Misc. File No. 20201525)
 - b. to cross E. 161st St. S. (Clerk's Misc. File No. 20201526)
2. Washington County RWD #3 - to cross E. 176th St. N. (Clerk's Misc. File No. 20201527)

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. Travel/Training

1. Administrative Services - Karen Harris to take online Leadership course (Clerk's Misc. File No. 20201528)
2. Inspections - Teresa Tosh to 2020 Stormwater Quality Technical Virtual Workshop (Clerk's Misc. File No. 20201529)
3. Parks - Six Staff Members to Woolaroc Museum and Wildlife Preserve with LaFortune and Chandler Day Camps (Clerk's Misc. File No. 20201530)

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

J. Personnel Actions

1. BOCC Divisions - Market Increases (Clerk's Misc. File No. 20201531)
2. Election Board (Clerk's Misc. File No. 20201532)
3. Highways (Clerk's Misc. File No. 20201533)
4. Human Resources (Clerk's Misc. File No. 20201534)
5. Parks (Clerk's Misc. File No. 20201535)
6. Social Services (Clerk's Misc. File No. 20201536)

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

K. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20201537)

Motion made by Karen Keith, seconded by Stan Sallee, to accept and file the Juvenile Bureau 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. 20201538)
2. Travel/Training (Clerk's Misc. File No. 20201539)

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 6/15-19/2020)

There were no claims to be disallowed.

N. Claims (payments for bills to be paid by 6/8-12/2020)

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.

O. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 6/15-19/2020

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. COVID-19 Virus Discussion and Update

Commissioner Keith stated that COVID-19 numbers continue to rise.

Q. Discussion and Possible Action regarding COVID-19 CARES Funding
Requests/Reports/CARES Funding Agreements (Clerk's Misc. File No.20201540)

Motion made by Karen Keith, seconded by Stan Saltee, to approve all requests except the request from Tulsa Office of Film, Music, Arts & Culture. Upon roll call, Yes - Karen Keith, Stan Saltee, 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 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