

(Agenda of meeting was posted on the Tulsa County website at [www.tulsacounty.org](http://www.tulsacounty.org) on February 25, 2021 at 4:02 p.m.)

MINUTES  
Monday, March 1, 2021

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

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

II. PLEDGE OF ALLEGIANCE

Vic Regalado led the Pledge of Allegiance.

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. Management Conference Meeting of October 8, 2020

B. Management Conference Meeting of January 14, 2021

C. Board of County Commissioner's Meeting of February 22, 2021

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

VI. REPORT

A. Assessor - Monthly Revolving Fund for 1/2021 (Clerk's Misc. File No. 20210363)

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

VII. UNFINISHED BUSINESS

A. Amendments

1. Board of County Commissioners - to Contract Documents with Microsoft Corporation; Enterprise Enrollment Mid-Term Product Selection Form, Amendment IDs M539 and M130 with Alternate Acceptance Form (Clerk's Misc. File No. 20210364)
2. Highways - #2 to the bid award for Sign and Delineator Posts, Brackets and Markers to Xcessories Squared Development and Mfg., Inc., CMF #247374, to extend award for an additional thirty (30) days to 4/24/2021 with bid prices to remain the same (Clerk's Misc. File No. 20210365)
3. Parks - #4 to the bid award for Security Patrol to Praetoria Group, LLC, CMF #243784, to extend award for one year beginning 3/1/2021 with no changes to pricing or terms of the original bid (Clerk's Misc. File No. 20210366)
4. Sheriff - #1 to the Food Partnership Agreement with Summit Food Services, LLC, CMF #246864, to renew the agreement through 1/31/2022 and update the working headcount and inmate meal rates (Clerk's Misc. File No. 20210367)

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

#### VIII. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 3/8/2021 (Clerk's Misc. File No. 20210368)

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

- B. Documents for Sale of County Property - Treasurer:

1. Parcel #21350-03-30-12127, N25 LT 2 BLK 1, KINLOCH PARK, to Jackson Lahmeyer (Clerk's Misc. File No. 20210369)
2. Parcel #21350-03-30-12309, N1 S52.87 LT 1 BLK 2, KINLOCH PARK, to Jackson Lahmeyer (Clerk's Misc. File No. 20210370)
3. Parcel #99416-94-16-06430, PRT SW NW BEG 615E & 631.5N SWC NW TH W149.75 N3.5 E149.75 S3.5 POB SEC 16 19 14 .01AC, UNPLATTED, to Jackson Lahmeyer (Clerk's Misc. File No. 20210371)

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

- C. Memorandums of Understanding - Sheriff:

1. Domestic Violence Intervention Services, Inc. (DVIS) - to set forth the agreements of operations for services to victims of domestic and sexual violence in Tulsa County, Oklahoma under the FY 20/21 Stop Violence Against Women Grant (Clerk's Misc. File No. 20210372)
2. John 3:16 Mission - establishing guidelines for the reception of donated property (Clerk's Misc. File No. 20210373)

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

- D. Requests for Approval

1. County Clerk - Vendor/Payee Form from the Office of Management & Enterprise Services (OMES) - to update the address for the Tulsa County Clerk vendor to the Tulsa County Headquarters Building located at 218 W. 6th St., 7th Floor, Tulsa,

Oklahoma 74119, in the OMES vendor management system (Clerk's Misc. File No. 20210374)

2. Human Resources - for access to the Community Care CareWeb Employer Connection Security for Jentry Moore (Clerk's Misc. File No. 20210375)
3. IT - CDW-G - Quote #LXGC012 with Alternate Acceptance Form (Clerk's Misc. File No. 20210376)

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

#### E. Resolutions

1. Drainage District #12 - to strike assessment from the 2020 Tax Roll, HollyFrontier/HEP, Parcel No. 00000-51-00-01767, Item No. 20-20-5000750-019-3, Assessed Value \$825,536, Tax Amount \$8,097, Amount to Strike \$2,439; Parcel No. 00000-57-00-04841, Item No. 20-20-5002160-019-9, Assessed Value \$8,795,614, Tax Amount \$86,285, Amount to Strike \$21,946; Parcel No. 00000-58-40-04151, Item No. 20-20-5002370-019-3, Assessed Value \$29,622,958, Tax Amount \$290,061, Amount to Strike \$16,186; Parcel No. 00000-51-00-01765, Item No. 20-20-5000740-019-8, Assessed Value \$1,826,977, Tax Amount \$17,923, Amount to Strike \$1,799 (Clerk's Misc. File No. 20210377)

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

2. Juvenile Bureau - to designate Anthony Taylor as Requisitioning Officer to replace Justin Jones (Clerk's Misc. File No. 20210378)

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

#### F. Agreements

1. Board of County Commissioners:
  - a. Restore Hope - for administration of Tulsa County Emergency Rental Assistance (ERA) program, as funded by section 501 of Division N of the Consolidated Appropriations Act, 2021, Pub. L. No. 116-260 (Dec. 27, 2020) - Deferred

Motion made by Ron Peters, seconded by Keri Fothergill, to defer the agreement. Upon roll call, Yes - None. No - None. Abstain - None. Motion carried.

- b. Vintage Housing, Inc. - Home Investment Partnership Program Grant Agreement for Phase 2 of the rehabilitation at Carriage Crossing Apartments, located in Coweta, Oklahoma (Clerk's Misc. File No. 20210379)
2. Building Operations - Empire Elevators, LLC - for preventative maintenance for elevator systems located at Tulsa County Headquarters, 218 W. 6th Street, Tulsa, OK 74119 (Clerk's Misc. File No. 20210380)
3. CC Health Department - Louis M. Drapp - for lease of space at 2828 West 51st Street, Tulsa, OK from 2/1/2021 to 1/31/2022; rent of \$750 per month, total sum of \$9,000 (Clerk's Misc. File No. 20210381)
4. Juvenile Bureau - Muskogee County - for temporary custody of juveniles at the Tulsa County Juvenile Detention Center (Clerk's Misc. File No. 20210382)

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

- G. Request to Advertise for Bids - (TC Departments) - Trash Can Liners (Clerk's Misc. File No. 20210383)

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

H. Inventory Resolutions

1. Assessor - Transferred to IT - Multiple Workstations (Clerk's Misc. File No. 20210384)
2. County Clerk:
  - a. Transferred to Parks - Office Furniture (Clerk's Misc. File No. 20210385)
  - b. Transferred to Sheriff - Portable Radios (Clerk's Misc. File No. 20210386)
  - c. Transferred to Tulsa County Alternative Courts Program - Office Furniture and Ice Machine (Clerk's Misc. File No. 20210387)
3. Procurement - Transferred to County Clerk - HP Printer (Clerk's Misc. File No. 20210388)

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

- I. Sole Source - (Engineers) - CitiTech Systems, Inc. - for the CMS software and any modifications made to the base software (Clerk's Misc. File No. 20210389)

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

- J. Utility Permit - (Engineers) - Oklahoma Natural Gas Company - to cross W. 60th Street S. (Clerk's Misc. File No. 20210390)

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

K. Travel/Training

1. Board of County Commissioners - Michael Craddock - OSU County Training Program:
  - a. to Excise Training 1 on 3/4/2021 (Clerk's Misc. File No. 20210391)
  - b. to Supervisory Skills 2 on 3/11/2021 (Clerk's Misc. File No. 20210392)
  - c. to Fundamentals of Administration/Management on 3/26/2021 (Clerk's Misc. File No. 20210393)
  - d. to Statute Reference on 4/14/2021 (Clerk's Misc. File No. 20210394)
  - e. to Budget Process 1 on 5/27/2021 (Clerk's Misc. File No. 20210395)
2. IT - Alan Vanderburg and Kyle Broderick to International Association for Training and Development Conference from 8/29-9/1/2021 (Clerk's Misc. File No. 20210396)

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

L. Personnel Actions

1. Building Operations (Clerk's Misc. File No. 20210397)
2. Court Services (Clerk's Misc. File No. 20210398)
3. Highways (Clerk's Misc. File No. 20210399)
4. Parks (Clerk's Misc. File No. 20210400)

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

M. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20210401)

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

N. CC Health Department Documents to Accept & File

1. Agreement - TVEyes, Inc. - for media monitoring for Marketing Department from 3/1/2021-2/28/2022; cost of \$2,400.00/per year (Clerk's Misc. File No. 20210402)
2. Personnel Actions (Clerk's Misc. File No. 20210403)
3. Travel/Training (Clerk's Misc. File No. 20210404)

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

O. Claims to be Disallowed (payments cancelled as of 2/22-26/2021)

1. PO #2114037, Vendor Name: Schaffer Herring PLLC, Warrant #500037874, Amount Paid \$4,272.92 (Clerk's Misc. File No. 20210405)

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

P. Claims (payments for bills to be paid by 2/15-19/2021)

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

Q. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 2/22-26/2021

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

R. COVID-19 Virus Discussion and Update

Joseph Kralicek, Director of Tulsa Area Emergency Management Agency, gave an update on COVID-19 numbers in Tulsa County.

- S. Discussion and possible action approving the appropriation and use of funds received from the U.S. Department of Treasury under the "Coronavirus Aid, Relief, and Economic Security (CARES) Act", the "Coronavirus Response and Relief Supplemental Appropriations Act of 2021", the "Emergency Rental Assistance Program", and/or the "American Rescue Plan Act of 2021" and the "Coronavirus State and Local Fiscal Recovery Fund" contained therein

There was no action taken.

- T. Executive Session - (District Attorney) - Requested by Nicholas Williams, 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, Tort Claim TC-2020-31: *Shemeika Smith v. Board of County Commissioners of Tulsa County, 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 Ron Peters, seconded by Keri Fothergill, to go into Executive Session. Upon roll call, Yes - Ron Peters, Keri Fothergill, Stan Sallee. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:45 a.m.

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

U. Discussion and Possible Action Regarding Executive Session Item

Motion made by Ron Peters, seconded by Keri Fothergill, to authorize the District Attorney's office settlement authority up to the amount discussed in Executive Session, to-wit: Tort Claim TC-2020-31: *Shemeika Smith v. Board of County Commissioners of Tulsa County, Oklahoma*. Upon roll call, Yes - Ron Peters, Keri Fothergill, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20210406)

IX. ADJOURN

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

BOARD OF COUNTY COMMISSIONERS

Stan Sallee, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk