

(Agenda of meeting was posted in the central and outside lobby of the Ray Jordan Tulsa County Administration Building on March 7, 2019 at 3:25 p.m.)

APPROVED
MINUTES
Monday, March 11, 2019

The Board of County Commissioners for Tulsa County met at the hour of 9:30 a.m. with the following members present: Karen Keith, Chairman, represented by Chief Deputy John Fothergill; Ron Peters, Member; Stan Sallee, Member, represented by Chief Deputy Mike Craddock; and Michael Willis, Tulsa County Clerk.

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

Chairman advised the announcements and County Events and Status updates were open for comment and discussion. The departments with information gave a report.

Moved by Fothergill, seconded by Craddock, to approve the minutes of the Board of County Commissioner’s Meeting of March 4, 2019; and the Board of County Commissioner’s Special Meeting of March 6, 2019. Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Craddock, seconded by Fothergill, to approve and authorize execution, as needed, the following reports:

- 1. County Clerk - Monthly for 2/19 (Clerk’s Misc. File No. 247233)
- 2. Election Board - Monthly for 2/19 (Clerk’s Misc. File No. 247234)

Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.

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.

Sealed qualifications for Roof Consultant Services were received and opened. The qualifiers being eight (8) in number are as follows:

1. Conley Group, Inc.	by item	(Clerk’s Misc. File No. 247235)
2. GH2 Architects, LLC	by item	(Clerk’s Misc. File No. 247236)
3. Mass Architects, Inc.	by item	(Clerk’s Misc. File No. 247237)
4. Roof Consultants	by item	(Clerk’s Misc. File No. 247238)
5. Selser Schaefer Architects	by item	(Clerk’s Misc. File No. 247239)
6. Terracon Consultants, Inc.	by item	(Clerk’s Misc. File No. 247240)
7. Walker Consultants	by item	(Clerk’s Misc. File No. 247241)
8. Wiss, Janney, Elstner Associates, Inc.	by item	(Clerk’s Misc. File No. 247242)

Moved by Craddock, seconded by Fothergill, to refer the qualifications to Building Operations and Purchasing for analysis, report and recommendation on March 18, 2019. Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.

Sealed bids for Restaurant, Kitchen and Concessionary Supplies were received and opened. The bidders being two (2) in number are as follows:

1. Ben E. Keith Company -
Oklahoma Division by item (Clerk's Misc. File No. 247243)
2. Interboro Packaging Corporation by item (Clerk's Misc. File No. 247244)

Moved by Fothergill, seconded by Craddock, to refer the bids to TC Departments and Purchasing for analysis, report and recommendation on March 18, 2019. Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Craddock, seconded by Fothergill, to approve the following bid/proposal awards:

1. Board of County Commissioners - Tulsa County "HQ" Administration Building Renovations - to various vendors, details available in the offices of the County Clerk and Purchasing (Clerk's Misc. File No. 247245)
2. TC Departments - Print Cartridges - to Beyond Technology, Inc., the lowest and best bid received. This award is for one year beginning 4/7/19 (Clerk's Misc. File No. 247246)

Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Fothergill, seconded by Craddock, to open the Public Hearings requested by the Board of County Commissioners and INCOG. Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.

The hearings opened at 9:35 a.m.

Commissioner Peters recognized Mr. Stephen Schuller representing his clients, John and Judy Dix, for the hearing on the request to vacate the inadvertent dedication of excess public rights-of-way by easements filed for record on 20 August 2018 and recorded as Documents Nos. 2018075274, -6, -7 and -8, Situated in Section 6, Township 21 North, Range 14 East, Tulsa County, Oklahoma. Mr. Stephen Schuller spoke concerning the request to vacate the inadvertent dedication of excess public rights-of-way. No members of the public signed up to speak. (Clerk's Misc. File No. 247247)

Commissioner Peters recognized Claudia Brierre with INCOG, to discuss and to receive recommendations on housing needs for cities and counties within the Metropolitan Tulsa HOME Consortium and non-housing community development needs for the cities within the

Tulsa County CDBG Urban County in order to file the Annual Action Plan for HUD. Ms. Brierre reported that these funds are for Fiscal Year 2019, beginning July 1, 2019 and that the action plan is usually required to be submitted by May 15, 2019, but this year it has been extended to June 25, 2019. Tulsa County will receive about \$1,089,274 in HOME funds and \$1,364,368 in CDBG funds. There were no members of the public that signed up to speak. (Clerk's Misc. File No. 247248)

Moved by Craddock, seconded by Fothergill, to close the Public Hearings. Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried. The hearings closed at 9:37 a.m.

Moved by Craddock, seconded by Fothergill, to approve the gasoline and diesel fuel quotes for the week ending 3/18/19. Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 247249)

Moved by Fothergill, seconded by Craddock, to approve the appointment from Commissioner Sallee of Rodney Ray to Tulsa Metropolitan Area Planning Commission, effective 3/1/19 with term to expire 1/18/22. Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 247250)

Moved by Craddock, seconded by Fothergill, to approve the request from the Board of County Commissioners, to authorize designee to attend closing on March 15, 2019, related to the donation agreement with Well Fargo Bank NA, approved 1/28/19, CMF #246862, and to accept the donation of certain real property. Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 247251)

Moved by Fothergill, seconded by Craddock, to approve and authorize execution by the Chairman Pro Tem, the resolution and order from the Board of County Commissioners, vacating inadvertent excess dedications of public rights-of-way, by easements filed for record on 20 August 2018 and Recorded as Documents Nos. 2018075274, -6, -7 and -8, Situated in Section 6, Township 21 North, Range 14 East, Tulsa County, Oklahoma. Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 247252)

Moved by Craddock, seconded by Fothergill, to approve and authorize execution by the Chairman Pro Tem, the resolution from Highways to designate Eric Coffey as Receiving Officer. Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 247253)

Moved by Fothergill, seconded by Craddock, to approve and authorize execution, as needed, the following agreements:

1. Board of County Commissioners - Hyatt Regency Tulsa - for 2019 Preferred Rate of \$94 per room night or current government per diem from 1/1/19 to 12/31/19 (Clerk's Misc. File No. 247254)
2. CC Health - Louis M. Drapp - for lease of space at 2828 West 51st Street, Tulsa, OK for one year beginning 10/1/18; rent of \$750 per month, total sum of \$9,000 (Clerk's Misc. File No. 247255)
3. Parks - Tulsa Community Foundation - for grant award for tennis court expansion at the Case Tennis Center at LaFortune Park in the amount of \$250,000 (Clerk's Misc. File No. 247256)

Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Craddock, seconded by Fothergill, to approve the following requests to advertise for bids/proposals:

1. CC Health - Video Photo Suite Media Services (Clerk's Misc. File No. 247257)
 2. Highways - One (1) Multi-Purpose Excavator (Clerk's Misc. File No. 247258)
 3. TC Departments - Clinical Supplies (Clerk's Misc. File No. 247259)
 4. TC Maintenance Garages - Automotive Batteries (Clerk's Misc. File No. 247260)
- Proposal #1 to be received by 4:00 p.m. on 4/12/19 & to open 4/15/19 at 9:30 a.m.
Bid #2 to be received by 4:00 p.m. on 3/29/19 & to open 4/1/19 at 9:30 a.m.
Bids #3 & #4 to be received by 4:00 p.m. on 4/5/19 & to open 4/8/19 at 9:30 a.m.

Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Fothergill, seconded by Craddock, to approve and authorize execution by the Chairman Pro Tem, the following inventory resolutions:

1. Administrative Services - Transferred to IT; 2-Optiplex 9020 Minitowers, Windows 7, SN CR8K02, CR7BK02, purch. 4/4/14 for \$2,006.05 ea.; 3-Optiplex 9020 Small Form Factors, SN 5TNGM04, 5TMMM02, 5TNKM02, purch. 5/14/14 for \$1,519.74 ea. (Clerk's Misc. File No. 247261)
2. Assessor - Replaced Under Warranty; Laser Distance/Range Meter, Hilti, SN 342163383, purch. 4/3/17 for \$502.55 (Clerk's Misc. File No. 247262)
3. Building Operations - Surplus; 1997 Toyota Avalon XLS, VIN 4T1BF12B1VU161335, purch. 5/23/11 for \$3,500 (Clerk's Misc. File No. 247263)
4. District Attorney - Junked; 2-Dell Optiplex 990 SFF, Core I5-2400, SN HTZB1R1, HTYF1R1, purch. 9/21/11 for \$1,256.23 ea.; Dell Optiplex 990 SFF, Core I5-2400, SN B2TCR1, purch. 10/14/11 for \$1,108.49; Dell Optiplex 990 SFF, Core I5-2400, SN B2SLTR1, purch. 10/14/11 for \$1,306.50; BTO HP 800 G1 17-4790 258 GB SSD 16, SN MXL53811NC, purch. 9/28/15 for \$1,104 (Clerk's Misc. File No. 247264)

Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Craddock, seconded by Fothergill, to approve and authorize execution by the Chairman Pro Tem, the following utility permits from Engineers:

1. AT&T - to cross and parallel Garnett Rd. E. of N. Garnett Rd/S. 12th St. and further described as 970' S. of the NE1/4 of NW1/4 Corner of Section 32, Township 22N, Range 14E, by trenching and boring for 288 Fiber line with 2" casing (Clerk's Misc. File No. 247265)
2. Creek County RWD #2 - to cross S. Peoria Ave. +/- 2,610' S. of the junction of E.131st St. S. & S. Peoria Ave. and further described as Section 12, Township 17N,

Range 12E by boring 46' ditch to ditch for 1" line with 2" casing (Clerk's Misc. File No. 247266)

Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Fothergill, seconded by Craddock, to approve the following Travel/Training requests:

1. Human Resources - David Hayes to ACCO Spring Safety Conference from 3/27-28/19 in Norman, OK; cost of \$375.50 (Clerk's Misc. File No. 247267)
2. OSU Extension - Michelle Bonicelli
 - a. to In-Service on 4/10/19 in Stillwater, OK; cost of \$90 (Clerk's Misc. File No. 247268)
 - b. to OEAFCS Meeting from 4/16-18/19 in OKC, OK; cost of \$350 (Clerk's Misc. File No. 247269)
 - c. to In-Service on 5/2/19 in Stillwater, OK; cost of \$90 (Clerk's Misc. File No. 247270)
 - d. to OHCE Membership Drive on 5/7/19 in Pawhuska, OK; cost of \$85 (Clerk's Misc. File No. 247271)
 - e. to OHCE Leader Lesson on 5/21/19 in Bartlesville, OK; cost of \$50 (Clerk's Misc. File No. 247272)
 - f. to CNEP In-Service on 6/13/19 in Stillwater, OK; cost of \$80 (Clerk's Misc. File No. 247273)

Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Craddock, seconded by Fothergill, to approve the following Personnel

Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
<u>Administrative Services</u>			
Guinn, Madison	Transfer from Court Clerk	\$10.69/hr.	2/20/19
(Clerk's Misc. File No. 247274)			
<u>Building Operations</u>			
Harper, Stephanie	Intermittent FMLA	\$2,342.52	2/22/19
Hoogendijk, Marsha	Regular	\$2,628.23	3/1/19
Schmidt, Ryan	Regular	\$2,393.12	3/1/19
(Clerk's Misc. File No. 247275)			
<u>Engineers</u>			
Rains, Tom	Begin FMLA		1/24/19
(Clerk's Misc. File No. 247276)			
<u>Highways</u>			
McDonald, John	Correction to Salary Increase to 10%	\$3,108.00	1/1/19
Duncan, Ronnie	Correction to Salary Increase to 10%	\$3,108.00	1/1/19
(Clerk's Misc. File No. 247277)			
<u>Parks</u>			
Barnett, Richard	Rehire Part Time	\$25.00/hr.	2/25/19
(Clerk's Misc. File No. 247278)			

Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Fothergill, seconded by Craddock, to accept and file the following Juvenile

Bureau Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
Beasley, Jerry	Return from FMLA w/pay	\$4,035.63	3/4/19
Cartwright, Matthew (Clerk's Misc. File No. 247283)	Promotion	\$2,173.21	3/1/19

Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Craddock, seconded by Fothergill, to accept and file the following CC Health

Documents:

Agreements:

1. LAR Consulting, LLC (Laura Runnels) - for consulting, strategizing and facilitating for Board of Health Planning Retreat from 3/1/19-7/30/19; cost of \$4,100 (Clerk's Misc. File No. 247284)
2. Sound Advice - for messages on hold services at all locations from 3/1/19 to 2/28/20; cost of \$3,200 (Clerk's Misc. File No. 247285)

Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
Kam, Esther	Salary adj.; end of probation (2% incr.)	\$2,841.91	3/1/19
Kam, Esther	Salary adj.; PDIP #1 (2% incr.)	\$2,898.75	3/1/19
Englehart, Heather	Salary adj.; PDIP #2	\$2,568.12	3/1/19
Turner, Kathleen	Salary adj.; PDIP #3	\$4,769.89	3/1/19
Geisinger-Hamilton, Karri	Salary adj.; PDIP #3	\$2,625.93	3/1/19
Pando, Ariana	Salary adj.; change job title & change hours to 173.33	\$2,521.79	3/1/19
Norrid, Amber	New hire; regular full time	\$3,118.58	3/4/19
Lambert, Elizabeth	End of temp. assignment		3/5/19
Hall, Kenneth	New hire; regular full time	\$2,253.29	3/7/19
Carter, Keonte (Clerk's Misc. File No. 247286)	Resignation		3/15/19

Travel/Training:

1. Payton Flewellen attended Child Passenger Safety Training and Special Needs Training from 2/5-6/19 OKC, OK; cost of \$379.80
2. Bobby Baker attended Active Shooter Israeli Response from 3/8-9/19 in Tulsa, OK; cost of \$450
3. Maria Barragan, Deedra Bittner, Whitney Burk, Lucia DeLeon, Delana Gregg, Lindsey Hammond, Angelica Herrera, Javahna Johnson, Sonia Lerma, Awi Lun, Marcella McFarland, Nancy Moran, Meliza Neyra, Lisa Ricks, and Paula Smith attended CPR Training on 3/8/19 in Tulsa, OK; cost of \$827.80
4. Leanne Stephens to The Power of Words in Communications on 3/12/19 in Tulsa, OK; cost of \$20
5. Monica Rogers to Women's Leadership Summit: Increasing Your Influence on 4/9/19 in Tulsa, OK; cost of \$350
6. DeBrena Hilton to CFP Food Protection Manager Certification Committee (FPMCC) Bylaws Workgroup Meeting from 4/10-12/19 in Austin, TX; cost of \$913

7. Kathleen Turner to Cimarron Conference - The Anatomy of a Dyslexia Diagnosis on 4/12/19 in Stillwater, OK; cost of \$177.52
8. Michael Avey to Rx Drug Abuse & Heroin Summit from 4/21-25/19 in Atlanta, GA; cost of \$2,235.20
9. Uzoma Anyanwu to Sanitation in the Food Industry on 5/9/19 in Stillwater, OK; cost of \$125
10. Uzoma Anyanwu to Food Labeling from 6/11-12/19 in Stillwater, OK; cost of \$454
11. Russell Wadlin to Shillshare Online Training (After Effects CC 2018: Boost Your Brand with Logo Animation) online in Tulsa, OK; cost of \$96
(Clerk's Misc. File No. 247287)

Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Fothergill, seconded by Craddock, to approve and authorize execution by the Commission, the claims, (payments for bills to be paid 2/25/19-3/1/19) that are in order as required by Title 19 O.S. §1505 D 11 providing all claims involving wages and/or salaries be subject to state and federal withholding tax, retirement fund and social security deductions.

Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Craddock, seconded by Fothergill, to approve and authorize execution by the Commission, Blanket Purchase Orders and Emergency Purchase Orders submitted from 3/4-8/19. Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.

Executive Session from the 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: *Huff v. City of Eufaula, et al.*, Case No. CJ-2018-082, pending in the McIntosh County District Court, 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. 247288)

Moved by Fothergill, seconded by Craddock, to go into Executive Session. Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.

Executive Session commenced at 9:41 a.m.

Moved by Craddock, seconded by Fothergill, to reconvene the regular meeting at 9:49 a.m. Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.

Moved by Fothergill, seconded by Craddock, to retain the Steidley and Neal Firm to represent the Board of County Commissioners of Tulsa County, Tulsa County Sheriff, and the Tulsa County Court Clerk in the case of *Huff v. City of Eufaula, et al.*, Case No. CJ-2018-

082, pending in the McIntosh County District Court. Upon roll call, Craddock, yes;

Fothergill, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 247289)

Moved by Fothergill, seconded by Craddock, that this meeting be adjourned. Upon roll call, Craddock, yes; Fothergill, yes; Peters, yes. Motion carried.