

(Amended Agenda of meeting was posted in the central lobby and outside of the Ray Jordan Tulsa County Administration building on March 13, 2020 at 8:37 a.m.)

MINUTES
Monday, March 16, 2020

I. CALL TO ORDER

Stan Sallee, Chairman Pro Tem, 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 March 9, 2020

Motion made by Karen Keith, seconded by Vicki Adams, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

III. REPORTS

A. Elected Officials:

1. Assessor - Monthly Revolving Fund for 2/2020 (Clerk's Misc. File No. 20200592)
2. County Clerk - Monthly for 2/2020 (Clerk's Misc. File No. 20200593)
3. Treasurer - Depository Summary of Daily Analysis for 2/2020 (Clerk's Misc. File No. 20200594)

B. County Departments - (Election Board) - Monthly for 2/2020 (Clerk's Misc. File No. 20200595)

Motion made by Vicki Adams, seconded by Karen Keith, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

IV. UNFINISHED BUSINESS

A. Bid Openings

1. Parks - Case Tennis Center Air-Conditioning System:
 - a. Forrest Shoemaker Air Conditioning, Inc. (Clerk's Misc. File No. 202005597)
 - b. Omni Mechanical Services (Clerk's Misc. File No. 20200596)

Motion made by Karen Keith, seconded by Vicki Adams, to refer the bids to Parks and Procurement for analysis, review and recommendation on 03/23/20. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

B. Bid Awards & Recommendations:

1. TC Departments - Office Supplies to Admiral Express, the lowest and best bid received. This award is for six months beginning 4/7/2020 (Clerk's Misc. File No. 20200598)
2. TC Departments - Print Cartridges to Beyond Technology Inc., the lowest and best bid received. This award is for six months beginning 4/7/2020 (Clerk's Misc. File No. 20200599)

Motion made by Vicki Adams, seconded by Karen Keith, to approve the bid awards and recommendations. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

C. Addendums

1. Engineers - #1 to the notice of proposers for Geotechnical Testing Services, set to open on 3/23/2020, to clarify evaluation criteria (Clerk's Misc. File No. 20200600)
2. TC Departments - #2 to the Notice to Bidders for Deodorizing Agents and Cleaners, set to open on 3/23/2020, to provide answers to vendor questions (Clerk's Misc. File No. 20200601)

Motion made by Karen Keith, seconded by Vicki Adams, to approve the addendums. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

D. Amendments

1. Building Operations - #8 to the bid award for Pest Control Services to American Services, Inc., CMF #242875, to add pest control services to the Tulsa County Headquarters "HQ" Building; cost of \$125/month (Clerk's Misc. File No. 20200602)
2. TC Departments - #1 to the bid award for Lumber and Building Materials with Economy Lumber Company Inc., CMF #247562, to extend for one year beginning 4/16/2020, with terms and pricing to remain the same (Clerk's Misc. File No. 20200603)

Motion made by Vicki Adams, seconded by Karen Keith, to approve the amendments. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

3. Board of County Commissioners:

- a. #3 to the Professional Services Agreement with BKL, Inc., CMF #229997, for Tulsa County Highway Maintenance Facilities in Districts 1 and 3 including adjustment of Architect's compensation and schedule (Clerk's Misc. File No. 20200604)
- b. Federal Highway Administration - Modification 0001 to the Grant Agreement for OK FLAP 0600(1) Wekiwa Road Project, CMF #247818, to update the Tulsa County Program Contact and extend the performance period through 12/31/2020 (Clerk's Misc. File No. 20200605)

Motion made by Karen Keith, seconded by Vicki Adams, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

V. ACTION ITEMS

A. Gasoline & Diesel Fuel Quotes for week ending 3/23/2020 (Clerk's Misc. File No. 20200606)

Motion made by Karen Keith, seconded by Vicki Adams, to approve the gasoline and diesel fuel quotes. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

B. Resolution on Disposition of Funds/Cash Fund Estimate of Needs from 2/13/2020 to 3/11/2020 (Clerk's Misc. File No. 20200607)

Motion made by Vicki Adams, seconded by Karen Keith, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

C. Notice of Sale of Real Estate - (Board of County Commissioners) - County Owned Property at 3121 S. 63 Ave., W., Tulsa, OK 74107, more particularly described as BERRY HILL ACRES SUBDIVISION, SOUTHERN HALF OF LOT TWENTY-TWO (22), BLOCK (4), with details available in the County Clerk's Office, to the highest and best bidder for cash, subject to the determination of said Commission, on or after

4/6/2020; Bids must be in writing, sealed in an envelope, and may be left at the Office of the Tulsa County Clerk prior to 4:00 p.m. on 4/3/2020 (Clerk's Misc. File No. 20200608)

Motion made by Karen Keith, seconded by Vicki Adams, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- D. Appointments - Commissioner Keith - to the Berryhill Fire Protection District Board - (2)
 - 1. Discussion and possible action on the resignations of board members to the Berryhill Fire Protection District Board - to accept the resignation letters of Mr. Ray Lusk, Office #2 and Mr. Grady Beeson, Office #1, Board of Directors of the Berryhill Fire Protection District Board on 3/10/2020 (Clerk's Misc. File No. 20200609)

Motion made by Karen Keith, seconded by Vicki Adams, to approve the resignation letters. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- 2. Discussion and possible action on the appointment of board members to the Berryhill Fire Protection District Board - to appoint Kay Van Arsdale and Russ Harrison to the Board of Directors of the Berryhill Fire District (Clerk's Misc. File No. 20200610)

Motion made by Karen Keith, seconded by Vicki Adams, to approve the appointments. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

E. Request for Approval

- 1. Board of County Commissioners - Vision 2025 Foresight 4 Greater Tulsa Application for Golden Driller Plaza Project to remodel, reconfiguration and expansion of the EXPO building main entrance area with site work, landscaping and signage to modernize the arrival experience and to better accommodate guest drop-off and pick-up areas in the amount of \$1,200,000 (Clerk's Misc. File No. 20200611)

Motion made by Vicki Adams, seconded by Karen Keith, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- 2. Building Operations - for Apprentice License Renewal for William Cunnane and Ryan Schmidt; cost of \$50 (Clerk's Misc. File No. 20200612)

Motion made by Vicki Adams, seconded by Karen Keith, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

F. Agreements

- 1. Court Clerk:
 - a. JD Young/Think Healthy Systems - for rental of water filtration equipment model #0802107249, service and filters for \$46.95/month (Clerk's Misc. File No. 20200613)
 - b. JD Young/Think Healthy Systems - for rental of water filtration equipment model #0802107260, service and filters for \$46.95/month (Clerk's Misc. File No. 20200614)

Motion made by Vicki Adams, seconded by Karen Keith, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

2. Parks:
 - a. Greater Tulsa Pickle Ball - for usage of the Haikey Creek Park pickleball and tennis courts 5/30-31/2020, fee of \$500 (Clerk's Misc. File No. 20200615)
 - b. Next Level Bixby 8U - for use of the Haikey Creek field for practice from 3/24-6/16/20, fee of \$20 per field per usage (Clerk's Misc. File No. 20200616)

Motion made by Karen Keith, seconded by Vicki Adams, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

3. Treasurer - Blue Law Firm, PC - for legal representation (Clerk's Misc. File No. 20200617)

Motion made by Karen Keith, seconded by Vicki Adams, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- G. Agreement Renewal - (Employees' Retirement System of Tulsa County) - BOKF NA -for renewal of CMF #247453 for FY 2020-2021 (Clerk's Misc. File No. 20200618)

Motion made by Vicki Adams, seconded by Karen Keith, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- H. Requests to Advertise for Bids/Proposals

1. CC Health Department - One Digital X-Ray Machine (Clerk's Misc. File No. 20200619)
2. TC Departments - Air Handler Filters (Clerk's Misc. File No. 20200620)
3. TC Maintenance Garages - Automotive Batteries (Clerk's Misc. File No. 20200621)

Motion made by Karen Keith, seconded by Vicki Adams, to approve the Requests to Advertise. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- I. Inventory Resolutions:

1. Administrative Services - transferred to County Clerk - Cannon Scanners (Clerk's Misc. File No. 20200622)
2. District Attorney - junked - copier (Clerk's Misc. File No. 20200623)

Motion made by Vicki Adams, seconded by Karen Keith, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

3. Highways:
 - a. lost - Motorola Radio (Clerk's Misc. File No. 20200624)
 - b. transferred to TC District 1 - Rosco Patch Truck (Clerk's Misc. File No. 20200625)

Motion made by Vicki Adams, seconded by Karen Keith, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

4. Human Resources - retired - tv and computer (Clerk's Misc. File No. 20200626)
5. Juvenile Bureau - junked - office furniture (Clerk's Misc. File No. 20200627)

Motion made by Vicki Adams, seconded by Karen Keith, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

6. Sheriff - junked - taser (Clerk's Misc. File No. 20200628)

Motion made by Karen Keith, seconded by Vicki Adams, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

J. Utility Permit - (Engineers) - Creek County Rural Water District #2 - to cross 171st SE at the intersection of Lewis & E. 171st St. S. (Clerk's Misc. File No. 20200629)

Motion made by Karen Keith, seconded by Vicki Adams, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

K. Travel/Training

1. Board of County Commissioners - Mike Craddock to ACCO Summer Conference (Clerk's Misc. File No. 20200630)
2. Highways - Eddy Barclay to Oklahoma Traffic Engineering Association (OTEA) Conference (Clerk's Misc. File No. 20200631)

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

3. OSU Extension - Tracy McKaughan:
 - a. to OCES Mentoring Committee meeting (Clerk's Misc. File No. 20200632)
 - b. to OEAFCS conference (Clerk's Misc. File No. 20200633)
 - c. to Omni Training (Clerk's Misc. File No. 20200634)

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

L. Personnel Actions

1. Building Operations (Clerk's Misc. File No. 20200635)
2. Court Services (Clerk's Misc. File No. 20200636)
3. Election Board (Clerk's Misc. File No. 20200637)
4. Highways (Clerk's Misc. File No. 20200638)
5. Human Resources (Clerk's Misc. File No. 20200639)
6. IT (Clerk's Misc. File No. 20200640)
7. Parks (Clerk's Misc. File No. 20200641)

Motion made by Vicki Adams, seconded by Karen Keith, to approve the personnel actions. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

M. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20200642)

Motion made by Karen Keith, seconded by Vicki Adams, to accept and file the Juvenile Bureau personnel actions. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

N. CC Health Department Documents to Accept & File

1. Personnel Actions (Clerk's Misc. File No. 20200643)
2. Travel/Training (Clerk's Misc. File No. 20200644)

Motion made by Vicki Adams, seconded by Karen Keith, to accept and file the CC Health Department documents. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

O. Claims to be Disallowed (payments cancelled as of 3/9-13/20)

There were no claims to be disallowed.

P. Claims (payments for bills to be paid by 3/2-6/20)

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

Q. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 3/9-13/20

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

R. Zoning Application Hearing and Possible Action - Tulsa Metropolitan Area Planning Commission - CZ-498 and PUD 856, Applicant: Rob Miles, Owner: Wilson, Richard & Rebecca Trustees Wilson Rev Trust, Location: South of the southeast corner of West 111th Street South and South 33rd West Avenue. The request is to rezone from AG to RS with a PUD overlay to permit a residential development. On meeting date of January 8, 2020, TMAPC voted 11-0-0 to recommend that the County Commission approve rezoning of 10.74 +/- acres from AG to RS/PUD-856 (Clerk's Misc. File No. 20200645)

Motion made by Karen Keith, seconded by Vicki Adams, to enter into public hearing. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Public hearing commenced at 9:34 a.m.

Dwayne Wilkerson with INCOG presented the application. No members of the public signed up to speak.

Motion made by Karen Keith, seconded by Vicki Adams, to close the public hearing at 9:45 a.m. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Motion made by Karen Keith, seconded by Vicki Adams, to approve and authorize execution by the Chairman Pro Tem, Zoning Resolution CZ-498 and PUD 856, Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

S. Discussion and possible action regarding COVID-19 virus and impacts to Tulsa County facilities and services - Tulsa Area Emergency Management Agency - to authorize an Emergency Proclamation on March 16, 2020, whereas a disease-causing virus that has the potential to cause pandemic illness was detected in the City and County of Tulsa, Oklahoma, with the potential to causing considerable damage to public health. Immediate attention is required to protect public health, reduce further impact, insure public safety and render emergency relief. Board of County Commissioners do hereby declare Tulsa County to be in a state of emergency, entitled to aid, relief, and assistance and do hereby direct the implementation of the City/County Emergency Operations Plan. (Clerk's Misc. File No. 20200646)

Motion made by Karen Keith, seconded by Vicki Adams, to approve and authorize execution by the Commission the Emergency Proclamation. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. 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 Vicki Adams, to adjourn the meeting. Upon roll call, Yes - Vicki Adams, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS

Stan Sallee, Chairman Pro Tem

ATTEST:

Michael Willis, Tulsa County Clerk