

(Agenda of the special meeting was posted in the central lobby and outside of the Ray Jordan Tulsa County Administration building on 3/26/2020 at 8:22 a.m.)

MINUTES
Friday, March 27, 2020

I. TAKE NOTICE

- A. that a meeting of the Tulsa County Board of County Commissioners will be held in Room 119, Ray Jordan Tulsa County Administration Building, 500 South Denver Avenue, Tulsa, Oklahoma, on March 27, 2020 at 9:30 a.m. for the purpose of presentation, discussion and possible action on the following.

Teleconferencing appearances by the Commissioners and/or general public will be allowed. The physical location of the meeting is unchanged and remains open to the public for the purpose of this scheduled meeting.

For purposes of listening to the Board of County Commissioners Meeting, the public is invited to use the following URL Link: <https://youtu.be/T4uPOXQoqjw>

Commissioner Keith - appearing in person

Commissioner Sallee - appearing in person

Commissioner Peters - appearing in person

II. 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 special meeting to order at 9:30 a.m. and the following business was transacted:

III. UNFINISHED BUSINESS

- A. Amendment - (Board of County Commissioners) - #2 to the agreement with INCOG, CMF #244702, to provide planning services for the creation of the Tulsa County Comprehensive Plan (Clerk's Misc. File No. 20200721)

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.

B. Resolutions

1. Assessor - to designate Anna Johns as Receiving Officer replacing Carrie Fisher (Clerk's Misc. File No. 20200722)
2. Drainage District #12 - directing Drainage Commissioner of District No. 12 to view drains and levee and provide funding necessary to repair and maintain improvements for FY 2020-2021 (Clerk's Misc. File No. 20200723)
3. Highways
 - a. to designate Bobby Hayes as Receiving Officer (Clerk's Misc. File No. 20200724)
 - b. Vision Tulsa County Capital Improvements Program for authorization and distribution of bond proceeds in the amount of \$796,000 for the purpose of completing construction of District 1 and District 3 Maintenance Facilities (Clerk's Misc. File No. 20200725)

Motion made by Stan Sallee, seconded by Karen Keith, 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 Orders - Board of County Commissioners

1. #8 to the agreement with Talon Commercial Services, LLC for the Tulsa County "HQ" Administration Building Renovations bid package 09A (Drywall), CMF #248061 for the removal of all drywall corner guards except at basement openings, the contract sum amount will be decreased by \$6,416 with a new revised total of \$2,158,859 (Clerk's Misc. File No. 20200726)
2. #9 to the agreement with Talon Commercial Services, LLC for the Tulsa County "HQ" Administration Building Renovations bid package 09A (Drywall), CMF #248061, to include drywall changes for open office changes on the 2nd floor, M2 walls in 1st floor restrooms, and a new header in a 9th floor corridor. The contract sum amount will be increased by \$8,275 with a new total contract sum of \$2,167,134 (Clerk's Misc. File No. 20200727)
3. #10 to the agreement with Talon Commercial Services, LLC for the Tulsa County "HQ" Administration Building Renovations bid package 09A (Drywall), CMF #248061, to modify the radial ceiling on the 1st floor. The contract sum amount will be increased by \$21,123 with a new total contract sum of \$2,188,257 (Clerk's Misc. File No. 20200728)
4. #12 to the agreement with Colburn Electric, LLC for the Tulsa County "HQ" Administration Building Renovations bid package 26A (Electrical), CMF #247582, for electrical changes and new term cabinet required by PSO. The contract sum amount will be increased by \$63,084 with a new total contract sum of \$3,105,341 (Clerk's Misc. File No. 20200729)

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.

5. #18 to the agreement with A.C. Owen Construction, LLC for the construction of the Tulsa County Maintenance Facilities in Districts 1 and 3, CMF #247111, for final grading and placement of topsoil at District 1 site. The contract sum amount will be increased by \$85,666.68 with a new total contract sum of \$7,176,751.97 (Clerk's Misc. File No. 20200730)
6. #19 to the agreement with A.C. Owen Construction, LLC, for the construction of the Tulsa County Maintenance Facilities in Districts 1 and 3, CMF #247111, for final grading and placement of topsoil at District 3. The contract sum amount will be increased by \$134,467.88 with a new total contract sum of \$7,311,219.85 (Clerk's Misc. File No. 20200731)

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.

IV. ACTION ITEMS

A. Requests for Approval

1. Board of County Commissioners - North America Fire Equipment Co., Inc., CMF #20200122, to establish an account on behalf of the Liberty Area Fire Protection Association necessary for the purchase of fire equipment using grant funds provided in the 2017 Rural Economic Action Plan (REAP) contract (Clerk's Misc. File No. 20200732)
2. Engineers
 - a. Grace Fellowship Holding Corporation - for a settlement payment of \$8,500.00 from Tulsa County to the property owner for right of way and easements for Tulsa County Road Widening Project #49.0-24.0, South Garnett Road between 91st and 101st Street, Parcel 17A (Clerk's Misc. File No. 20200733)

- b. Keith D. Haney - for a settlement payment of \$37,520.00 from Tulsa County to the property owner for right of way and easements for Tulsa County Road Widening Project #49.0-24.0, South Garnett Road between 91st and 101st Street, Parcel 10/10A (Clerk's Misc. File No. 20200734)

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.

- B. Agreement - (Sheriff)- US Fleet Tracking for seven (7) portable GPS devices with regular monthly service for each for one year beginning 4/1/2020 (Clerk's Misc. File No. 20200735)

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.

- C. Agreement Renewal - (County Clerk) - Crawford and Associates for renewal of CMF #247444 for FY 2020-2021 (Clerk's Misc. File No. 20200736)

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.

- D. Inventory Resolution - (Juvenile Bureau) - transferred to EXPO - miscellaneous items (Clerk's Misc. File No. 20200737)

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.

E. Sole Sources

- 1. Building Operations - Schneider Electric - for energy management and control system, iNet, located in Tulsa County facilities and integrated in areas of controls Struxureware (Clerk's Misc. File No. 20200738)
- 2. Law Library - West Group (Thomson Reuters) for Oklahoma Session Laws and Oklahoma Statutes and their updated releases (Clerk's Misc. File No. 20200739)

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.

- F. Utility Permit - (Engineers) - Oklahoma Natural Gas Company - to cross E. 76 St. N. approximately 2.17/3.01 mi W./N. of US 169 & SH 266 junction (Clerk's Misc. File No. 20200740)

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.

G. Personnel Actions

- 1. Court Services (Clerk's Misc. File No. 20200741)
- 2. Engineers (Clerk's Misc. File No. 20200742)
- 3. Highways (Clerk's Misc. File No. 20200743)
- 4. Human Resources (Clerk's Misc. File No. 20200744)
- 5. Parks (Clerk's Misc. File No. 20200745)

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

H. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20200746)

Motion made by Stan Sallee, seconded by Karen Keith, 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.

- I. CC Health Department Agreement to Accept & File - PerkinElmer Health Sciences, Inc. - for renewal of maintenance agreement for CLARUS 580's (2@\$6,828 ea.), from 5/01/20-4/30/21; cost of \$13,656 (Clerk's Misc. File No. 20200747)

Motion made by Karen Keith, seconded by Stan Sallee, to accept and file the CC Health Department agreements. Upon roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

- J. Claims to be Disallowed (payments cancelled as of 3/23-27/20)

There were no claims to be disallowed.

- K. Claims (payments for bills to be paid by 3/16-20/20)

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.

- L. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 3/23-27/20

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.

- M. Discussion and Possible Action - Board of County Commissioners

1. renewal of the March 18, 2020 Resolution, CMF #20200651, temporarily limiting access to the Tulsa County Courthouse to those who do not pose a significant risk of having Covid-19 and who constitute essential personnel or who need to attend to a matter pending, or bring an emergency matter, before the Tulsa County District Court or need to conduct a critical transaction requiring the assistance of a County Office (Clerk's Misc. File No. 20200748)

Motion made by Karen Keith, seconded by Stan Sallee, to amend and renew the Resolution for temporarily limiting access to the Tulsa County Courthouse. Upon roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

2. COVID-19 Virus Discussion and Update

Chairman Peters, Commissioner Sallee and Commissioner Keith discussed various issues concerning COVID-19 Virus. They discussed if the County should close outdoor tennis courts, basketball courts and pickleball courts. Commissioner Sallee and Commissioner Keith both stated they had discussed closing the courts with Dr. Bruce Dart and that he recommended closing the courts. Chairman Peters stated that keeping the outdoor courts open is in line with the CDC guidelines. Commissioner Sallee made a motion to close all outdoor courts at Tulsa County Parks. Commissioner Sallee rescinded the motion. The Commissioners also discussed using the new Family Center for Juvenile Justice parking lot located at the Northwest Corner of Archer and Guthrie for potential staging area for temporary tents and using the former Juvenile Justice Center located at 315 South Gilcrease Museum Road for potential staging area for indigent and/or homeless population. Doug Wilson, Assistant District Attorney Civil Division Director, advised the Commissioners to not take action and to schedule an emergency meeting. An emergency meeting will be scheduled for later today, March 27, 2020, at 11:15 a.m. for discussion and possible action concerning issues related to the COVID-19 Virus.

V. 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.

VI. 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.

VII. ADJOURN

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

BOARD OF COUNTY COMMISSIONERS

Ron Peters, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk