

(Amended Agenda of meeting was posted in the central and outside lobby of the Ray Jordan Tulsa County Administration Building on March 1, 2019 at 9:07 a.m.)

APPROVED
MINUTES
Monday, March 4, 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; Ron Peters, Member; Stan Sallee, Member; and Michael Willis, Tulsa County Clerk.

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

Thora Cohea led the Pledge of Allegiance.

Chairman advised the announcements and County Events and Status updates were open for comment and discussion. The departments with information gave a report. Thora Cohea presented United Way Awards.

Moved by Peters, seconded by Sallee, to approve the minutes of the Management Conference Meeting of February 14, 2019; and the minutes of the Board of County Commissioner's Meeting of February 25, 2019. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Sallee, seconded by Peters, to approve the following bid awards and recommendations:

1. Board of County Commissioners - Tulsa County "HQ" Administration Building Renovations - Deferred
2. TC Departments - Office Supplies - to Admiral Express, LLC, the lowest and best bid received. This award is for one year beginning 4/7/19 (Clerk's Misc. File No. 247187)
3. TC Departments - Print Cartridges - Deferred

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Sallee, to approve Addendum #1 from Purchasing, to Notice to Bidders for Paperstock for Printing, CMF #247118, which is set to open on 3/25/19 at 9:30 a.m., to provide bid conditions and revised bid form with corrected formatting of specifications fillable fields. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247188)

Moved by Sallee, seconded by Peters, to approve Addendum #1 from Purchasing, to the Request for Qualifications for Roof Consultant Services, CMF #247004, which is set to open

on 3/11/19 at 9:30 a.m., to provide clarification on minimum insurance requirements, more specifically, Builders Risk Insurance. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247189)

Moved by Peters, seconded by Sallee, to approve and authorize execution by the Chairman, Amendment #1 from TC Departments to the bid award for Paint and Painting Supplies, to Sherwin Williams, to extend the award for one year beginning March 30, 2019 without any changes to the terms of the bid. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247190)

Moved by Sallee, seconded by Peters, to approve and authorize execution by the Chairman, Amendment #7 from TC Departments to the bid award for Coffee Service, to Java Dave's Executive Coffee Service, to extend the award for one year beginning March 28, 2019 without any changes to the terms of the bid. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247191)

Moved by Peters, seconded by Sallee, to approve and authorize execution by the Chairman, Change Order #1 from Purchasing, to the agreement with Tri-Star Construction, LLC, for the LaFortune Park Trail, CMF #245581, to allow for the addition of two additional gates for the fence at the softball fields. This increases the contract sum by \$1,707.76 for a new total contract sum in the amount of \$1,481,729.79. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247192)

Moved by Sallee, seconded by Peters, to approve the gasoline and diesel fuel quotes for the week ending 3/11/19. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247193)

Moved by Peters, seconded by Sallee, to approve and authorize execution by the Commission, the Documents for Sale of County Property from the Treasurer, for Parcel #43300-03-29-16030, LT 663 BK 51, TULSA HGTS, to Federico Enriquez Martinez, for the sum of \$750.00 the highest competitive bid, plus any additional and separate charge for apportioned cost of \$136.81, total paid \$886.81. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247194)

Moved by Peters, seconded by Sallee, to approve the requests from Parks to accept the following donations on behalf of Park Friends:

1. \$2,000 from Oklahoma Tennis Foundation for LaFortune Tennis Special Needs Program (Clerk's Misc. File No. 247195)
2. \$3,000 from Pathways to Health Community Partnership for O'Brien Park Victory Garden (Clerk's Misc. File No. 247196)
3. \$10,000 from Dale Hubbard for North Tulsa Baseball (Clerk's Misc. File No. 247197)

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Sallee, seconded by Peters, to approve and authorize execution by the Chairman, the following Resolutions from the County Clerk:

1. to add Kathy Semler and Christa Stinnett as Requesting Officers of County Clerk for Fiscal Office (Clerk's Misc. File No. 247198)
2. to remove Stacey Crawford as Requesting Officer for the following departments: Administrative Services, Building Operations, Court Services, Drainage District 13, Election Board, Engineers, Fiscal Office, Highway Maintenance and Construction, Human Resources, IT, Inspections, Juvenile Bureau, OSU Extension, Parks, Public Defender, Purchasing, and Social Services (Clerk's Misc. File No. 247199)
3. to remove Vicki Adams, John Fothergill and Michael Craddock as Requesting Officers for Fiscal Office (Clerk's Misc. File No. 247200)

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Sallee, seconded by Peters, to approve and authorize execution, as needed, the following agreements:

1. Building Operations - Custom Services, Inc. - for Courthouse HVAC VRF System, awarded 2/11/19, CMF #247037; cost of \$85,700 (Clerk's Misc. File No. 247201)
2. District Attorney - JD Young - for equipment and service for bottleless water purification system, Model #0835109540, PW1R, white, to be located at the Victim Witness Center; cost of \$46.95/mo. (Clerk's Misc. File No. 247202)
3. INCOG - Community Action Resource and Development, Inc. (CARD) - for technical and professional services for HOME Consortium FY2018 Homebuyer Assistance Program from 3/1/19 to 6/30/20 in the amount of \$175,000 to serve approximately 35 new homebuyers (Clerk's Misc. File No. 247203)
4. Juvenile Bureau - Sack and Associates, Inc. - for topographic surveying services for the parking lot at the new Family Center for Juvenile Justice (Clerk's Misc. File No. 247204)
5. Sheriff - University of North Florida Training and Service Institute, Inc., dba Institute of Police Technology and Management - for professional and technical services to conduct training course, Field Training Officer, from 7/22-24/19; cost of \$9,500 (Clerk's Misc. File No. 247205)

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Sallee, to approve and authorize execution by the Chairman, the following agreement renewals from Building Operations with Schindler Elevator:

1. for renewal of CMF #243626, for FY 2019-2020 (Clerks' Misc. File No. 247206)
2. for renewal of CMF #244213, for FY 2019-2020 (Clerks' Misc. File No. 247207)

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Sallee, seconded by Peters, to approve the following Requests to Advertise for

Bids/Proposals:

1. Building Operations and Sheriff - Air Handler Filters (Clerk's Misc. File No. 247208)
 2. CC Health - Environmental Health Database System Software (Clerk's Misc. File No. 247209)
 3. CC Health - Health Record Management System (Clerk's Misc. File No. 247210)
 4. TC Departments - Chevrolet and GMC Automotive Repair (Clerk's Misc. File No. 247211)
 5. TC Departments - Commercial Flat Glass (Clerk's Misc. File No. 247212)
- Bid #1 & Proposals #2 & #3 to be received by 4:00 p.m. on 3/29/19 & to open 4/1/19 at 9:30 a.m.
Bids #4 & #5 to be received by 4:00 p.m. on 3/22/19 & to open 3/25/19 at 9:30 a.m.

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Sallee, to approve and authorize execution by the

Chairman, the following inventory resolutions:

1. Election Board - transferred to Purchasing; 2-U Shaped Work Stations, SN 30301090004, 30301090005, purch. 7/10/08 for \$1,104.91 ea. (Clerk's Misc. File No. 247213)
2. Election Board - transferred to Highway Construction; 2-U Shaped Work Stations, SN 30301090006, 30301090007, purch. 7/10/08 for \$1,104.91 ea. (Clerk's Misc. File No. 247214)
3. Election Board - junked; Envy Workcenter w/LT & RT Pedestal, Book, SN 3001050039, purch. 6/24/02 for \$2,227; Credenza w/Lateral Right, SN CQE94X, purch. 6/12/07 for \$502.43; U Shaped Work Station, SN 30301090008, purch. 7/10/08 for \$1,104.97; L Shaped Work Station, SN 30301090011, purch. 7/10/08 for \$870.44; Single Pedestal Desk, SN 30301090016, purch. 7/10/08 for \$518.88; Optiplex 9010 Small Form Factor, SN 92399Y1, purch. 8/28/13 for \$1,504.98; 3-Fujitsu F1-613OZ 50ADF TWAIN 40PPM, SN 719120, 719129, 719141, purch. 8/26/13 for \$886.35 ea.; Shure BLX4 Wireless Receiver, SN BLX14/CVL, purch. 10/03/14 for \$314.99 (Clerk's Misc. File No. 247215)
4. Highway Construction - transferred to BOCC; 2-Dell Optiplex 990 SFF, Intel Core I, SN 16P9LS1, 16Q4LS1, purch. 3/13/12 for \$1,283.64 ea. (Clerk's Misc. File No. 247216)
5. Highway District #3 - transferred to Highway Construction; John Deere Loader, SN 644A142745T, purch. 1/26/72 for \$23,228 (Clerk's Misc. File No. 247217)

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Sallee, to approve and authorize execution by the

Chairman, the Sole Source from the Court Clerk to Kodak Alaris, Inc., for parts, maintenance, support, repair, and other services under warranty, service contract and on a time and materials basis for Eastman Park Micrographics products and Kodak scanners and software. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247218)

Moved by Sallee, seconded by Peters, to approve the following Travel/Training

requests:

1. Human Resources - David Hayes to Alcohol Drug Testing Training for Designated Employer Representatives on 3/13/19 in Warr Acres, OK; cost of \$125 (Clerk's Misc. File No. 247219)
2. OSU Extension - Michelle Bonicelli:
 - a. to In-Service: Opioid Crisis on 3/5/19 in Stillwater, OK; cost of \$100 (Clerk's Misc. File No. 247220)
 - b. to OHCE NE District Meeting from 3/25-26/19 in Hulbert, OK; cost of \$150 (Clerk's Misc. File No. 247221)
 - c. to FCCLA State Competition on 3/28/19 in Stillwater, OK; cost of \$75 (Clerk's Misc. File No. 247222)

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Sallee, seconded by Peters, to approve the following Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
<u>Building Operations</u>			
Yargee, Raimonda	Resignation		2/28/19
Vallely, Brian	Transfer from Assessor	\$4,035.63	3/1/19
(Clerk's Misc. File No. 247223)			
<u>Highways</u>			
Banks, James	End FMLA w/pay;		
	Return to work	\$2,150.00	7/30/18
(Clerk's Misc. File No. 247224)			
<u>Parks</u>			
Nix, Jennifer	Resignation		2/20/19
Moore, Zachary	Resignation		3/20/19
Dearman, Korey	FMLA w/pay	\$1,909.00	2/28/19
Donajkowski, Gabriel	Transfer	\$8.50/hr.	3/1/19
Koss, Joseph	Rehire-Part-Time	\$15.00/hr.	2/26/19
(Clerk's Misc. File No. 247225)			

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Sallee, to accept and file the following Juvenile Bureau

Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
Giordano, Julia	Return from FMLA		
	Leave w/pay	\$5,711.94	2/25/19
Funsch, Pamela	Transfer to Court		
	Services		3/6/19
(Clerk's Misc. File No. 247230)			

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Sallee, seconded by Peters, to accept and file the following CC Health

Documents:

Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
Taylor, Geron	Termination		2/19/19
Thomas, Madison	New hire; regular		
	full time	\$3,600.00	2/25/19
Quijada-Cabrera, Nathalie	Salary adj.; end of		
	probation (2% incr.)	\$2,521.44	3/1/19

Richardson, Margaret	Salary adj.; end of probation. (2% incr.)	\$3,648.92	3/1/19
Johnson, Javahna	Salary adj.; end of probation. (2% incr.)	\$2,737.11	3/1/19
Harris, Tanya	Salary adj. (3% incr.)	\$5,273.40	3/1/19
Just, Lori	Salary adj. PDIP #1 (2% Inc.)	\$4,018.55	3/1/19
Boyce, Jharai	Salary adj.; PDIP #1 (2% Inc.)	\$3,847.86	3/1/19
Frias-Molina, Lucero	Salary adj.; PDIP #1 (2% Inc.)	\$2,571.87	3/1/19
Ramirez, Juan	Grade change from 5 to 6; no change in salary	\$2,490.50	3/1/19
Burch, David	Grade change from 5 to 6; no change in salary	\$2,452.79	3/1/19
Xiong, Lee Pao	Grade change from 5 to 6; no change in salary	\$2,367.31	3/1/19
Potter, Marcus	Grade change from 5 to 6; no change in salary	\$2,253.29	3/1/19
Speight, Ricky	Grade change from 5 to 6; no change in salary	\$2,457.25	3/1/19
Fry, Larry	Grade change from 5 to 6; no change in salary	\$2,294.30	3/1/19
Sanchez De Tagle Hererra, Rosalinda	Grade change from 5 to 6; no change in salary	\$2,339.12	3/1/19
Stotts, Megan	Grade change from 5 to 6; no change in salary	\$2,294.37	3/1/19
Shakya, Abhishek	Promotion; Change Org. to 41506740-505010	\$3,924.16	3/4/19

(Clerk's Misc. File No. 247231)

Travel/Training:

1. Alan-Mical McGregor attended Mid-Continental Association of Food and Drug Officials from 2/25-27/19 in Manhattan, KS; cost of \$614
2. Payton Flewellen to Child Trends Meeting and Adoption Training from 3/11-12/19 in OKC, OK; cost of \$318.80
3. Leanne Stephens to Professional and Personal Behavior for Success on 3/14/19 in Tulsa, OK; cost of \$30
4. Samantha Hood to ICS 400 from 3/27-29/19 in OKC, OK; cost of \$516
5. Michael Meador to NAACHO Vector Control Summit from 4/15-18/19 in Pittsburg, PA; cost of \$1,125.50

(Clerk's Misc. File No. 247232)

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Sallee, to approve and authorize execution by the Commission, the claims, (payments for bills to be paid 2/19-22/19) 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, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Sallee, seconded by Peters, to approve and authorize execution by the Commission, Blanket Purchase Orders and Emergency Purchase Orders submitted from 2/25/19-3/1/19. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

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