

(Agenda of meeting was posted in the central lobby and outside of the Ray Jordan Tulsa County Administration building on March 5, 2020 at 3:24 p.m.)

MINUTES
Monday, March 9, 2020

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 Karen Keith, Commissioner Stan Sallee, Commissioner Ron Peters; Others present: Michael Willis, Tulsa County Clerk.

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

II. PROCLAMATIONS - Board of County Commissioners

- A. Congratulating and Extending Sincere Gratitude to Marshall Stewart for his Legacy of Excellence and over 30 Years of Dedicated Public Service in Radio News (Clerk's Misc. File No. 20200530)
- B. The Board of County Commissioners of Tulsa County, Oklahoma do hereby proclaim that, based on the approval of the proposition by the majority of the registered voters of Tulsa County, the sale of alcoholic beverages on Sundays by retail spirits licensees shall now be allowed in Tulsa County, Oklahoma, adopted on the 9th day of March, 2020 (Clerk's Misc. File No. 20200531)

Commissioner Keith read and presented the Proclamation to Marshall Stewart.

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.

III. MINUTES

- A. Board of County Commissioner's Meeting of March 2, 2020

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. UNFINISHED BUSINESS

- A. Bid/Proposal Awards & Recommendations:

- 1. Engineers - On-Call Surveying Services - to Guy Engineering Services, Inc., CEC, and Tanner Consulting, LLC, the vendors that met the requirements and overall proposals were the lowest and best (Clerk's Misc. File No. 20200532)
- 2. TC Departments:
 - a. Office Supplies - Deferred
 - b. Print Cartridges - Deferred

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

- B. Addendums

- 1. Assessor - #8 to the agreement with Harris Systems USA, Inc., CMF #230887, to provide maintenance services on the Realware Support software for one year beginning 7/1/2020 (Clerk's Misc. File No. 20200533)

2. Parks - #2 to the notice to bidders for the Case Tennis Center Air-Conditioning System set to open 3/16/2020, to provide solicitation clarification and revised bid form (Clerk's Misc. File No. 20200534)
3. TC Departments:
 - a. #1 to the notice to bidders for Commercial Flat Glass set to open 3/23/2020, to provide answer to vendor question (Clerk's Misc. File No. 20200535)
 - b. #1 to the notice to bidders for Deodorizing Agents and Cleaners set to open 3/23/2020, to provide answers to vendor questions and provide a revised bid form (Clerk's Misc. File No. 20200536)

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. Amendment #2 - (Building Operations) - to the award for Ford Motor Company Truck & Auto Parts to United Ford PDC, CMF #244122, to extend the award for one year beginning 3/29/2020 (Clerk's Misc. File No. 20200537)

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. Change Orders - BOCC:

1. #11 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, to run a new power line and water line to the salt barn at the District 1. The contract sum will be increased by \$17,192.24 with a new total contract sum of \$6,999,803.90 (Clerk's Misc. File No. 20200538)
2. #12 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 owner-requested topographic survey of the existing elevations at the District 1 facility. The contract sum will be increased by \$1,705.10 with a new total contract sum of \$7,001,509 (Clerk's Misc. File No. 20200539)
3. #13 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 owner-requested topographic survey of the existing elevations at the District 3 facility. The contract sum will be increased by \$1,857.97 with a new total contract sum of \$7,003,366.97 (Clerk's Misc. File No. 20200540)
4. #14 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, to run a new power line and water line to the salt barn at the District 3. The contract sum will increase by \$12,354.45 with a new total contract sum of \$7,015,721.42 (Clerk's Misc. File No. 20200541)

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.

V. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 3/16/2020 (Clerk's Misc. File No. 20200542)

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

- B. Documents for Sale of County Property - (Treasurer) - Parcel #27425-02-25-20770, N 25 E 1/2 LT 2 BLK 1, MIDDLETON ADDN. to Joshua C Dolejs (Clerk's Misc. File No. 20200543)

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

- C. Request for Approval - (Board of County Commissioners) - Deed and Declaration of Restrictive Covenants with Vintage Housing, Inc. for Pioneer Village Elderly Apartments in Jenks, OK (Clerk's Misc. File No. 20200544)

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

- D. Tort Claim - (District Attorney) - TC-2020-3, Claimant: Brandt Brock for incident on January 23, 2020 in the amount of \$20.85 (Clerk's Misc. File No. 20200545)

Motion made by Stan Saltee, seconded by Karen Keith, to approve the recommendation of the District Attorney for the Tort Claim. Upon roll call, Yes - Karen Keith, Stan Saltee, Ron Peters. No - None. Abstain - None. Motion Carried.

E. Agreements

1. Board of County Commissioners - City of Jenks - for asphalt overlay of street surfaces (Clerk's Misc. File No. 20200546)
2. Juvenile Bureau - Brooks Grease Services, Inc. - for pumping and cleaning of grease traps and grease removal at the Tulsa County Family Center for Juvenile Justice (Clerk's Misc. File No. 20200547)

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

F. Agreement Renewals

1. Building Operations:
 - a. DLSS Systems, LLC - for renewal of CMF #246824 & #246825 for FY 20-21 (Clerk's Misc. File No. 20200548)
 - b. Schindler Elevator - for renewal of CMF #247206 & #247207 for FY 20-21 (Clerk's Misc. File No. 20200549)
2. Highways:
 - a. Final Touch Commercial Cleaning, Inc. - for renewal of CMF #247515 for FY 20-21 (Clerk's Misc. File No. 20200550)
 - b. Imagenet Consulting, LLC - for renewal of CMF #247387 for FY 20-21 (Clerk's Misc. File No. 20200551)

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

- G. Request to Advertise for Bids - (TC Departments) - Coffee Service (Clerk's Misc. File No. 20200552)

Motion made by Karen Keith, seconded by Stan Saltee, to approve the Request to Advertise. Upon roll call, Yes - Karen Keith, Stan Saltee, Ron Peters. No - None. Abstain - None. Motion carried.

H. Inventory Resolutions

1. Administrative Services:
 - a. Obsolete - Computers (Clerk's Misc. File No. 20200553)
 - b. Transferred to IT - Miscellaneous Computers (Clerk's Misc. File No. 20200554)
2. Assessor - Junked - Miscellaneous Items (Clerk's Misc. File No. 20200555)
3. County Clerk - Junked - Computer (Clerk's Misc. File No. 20200556)
4. Election Board - Transferred to Parks - Mini-Shade (Clerk's Misc. File No. 20200557)
5. Engineers:
 - a. Junked - Computer (Clerk's Misc. File No. 20200558)
 - b. Junked - Miscellaneous Computers (Clerk's Misc. File No. 20200559)
6. Highways:
 - a. Junked - Pole Saw Pruner (Clerk's Misc. File No. 20200560)
 - b. Stolen - Utility Trailer and Gas Quick Saw (Clerk's Misc. File No. 20200561)
 - c. Transferred to Parks - Roller Compactor (Clerk's Misc. File No. 20200562)
7. Parks - Junked - Miscellaneous Items (Clerk's Misc. File No. 20200563)

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

- I. Sole Source - (Parks) - Professional Turf Products, LP - for Toro commercial mowing and large turf irrigation equipment, Foley Reel Grinding Equipment, Ground Logic Equipment, Otterbine and Irritrol service and parts (Clerk's Misc. File No. 20200564)

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

J. Utility Permits - Engineers:

1. AT&T - to parallel 76th St. N. (Clerk's Misc. File No. 20200565)
2. Tulsa Utility Contractor, Inc. - to cross 65th West Ave (Clerk's Misc. File No. 20200566)

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

K. Travel/Training

1. Engineers - John Remington to 2020 Association of State Floodplain Managers Annual National Conference (Clerk's Misc. File No. 20200567)
2. Highways:
 - a. Eddy Barclay to Association of County Commissioners Spring Conference (Clerk's Misc. File No. 20200568)
 - b. Marcus Tincher to Real World Training Series (Clerk's Misc. File No. 20200569)
3. OSU Extension:
 - a. Augustus Holland - to Poultry Waste Management Education (Clerk's Misc. File No. 20200570)
 - b. Augustus Holland - to training on soil, water and forage testing (Clerk's Misc. File No. 20200571)
 - c. Lisa Nicholson - to 4-H Curriculum in-service (Clerk's Misc. File No. 20200572)
 - d. Lisa Nicholson - to deliver state record books (Clerk's Misc. File No. 20200573)

- e. Lisa Nicholson - to Discovery Unlimited (Clerk's Misc. File No. 20200574)
- f. Lisa Nicholson - to OAE-4HA conference (Clerk's Misc. File No. 20200575)

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

L. Personnel Actions

- 1. Building Operations (Clerk's Misc. File No. 20200576)
- 2. Court Services (Clerk's Misc. File No. 20200577)
- 3. Highways (Clerk's Misc. File No. 20200578)
- 4. IT (Clerk's Misc. File No. 20200579)
- 5. Social Services (Clerk's Misc. File No. 20200580)

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

M. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20200581)

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

N. CC Health Department Documents to Accept & File

- 1. Agreements
 - a. TruGreen Commercial - for prepaid lawn maintenance services at multiple THD sites from 11/1/19-10/31/20; cost of \$12,650.80 (Clerk's Misc. File No. 20200582)
 - b. Utica Park Clinic - for subcontract work for Tulsa Healthy Start Program from 4/1/20-3/31/21; cost of \$65,756 (Clerk's Misc. File No. 20200583)
 - c. North Tulsa Community Coalition - for sponsorship of Blood at the Roots Health Equity Summit from 3/1/20-4/30/20; cost of \$7,500 (Clerk's Misc. File No. 20200584)
 - d. Colleen Ayres-Griffin, LPC, LADC - for renewal of subcontract for Healthy Start Program coordination; performance monitoring, collaboration with staff and case management reports from 4/1/20-3/31/21; cost of \$53,040/yr. +expenses, \$4,000/yr. max (Clerk's Misc. File No. 20200585)
- 2. Personnel Actions (Clerk's Misc. File No. 20200586)
- 3. Travel/Training (Clerk's Misc. File No. 20200587)

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

O. Claims to be Disallowed (payments cancelled as of 3/2-6/20)

There were no claims to be disallowed.

P. Claims (payments for bills to be paid by 2/24-28/20)

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.

Q. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 3/2-6/20

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.

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

BOARD OF COUNTY COMMISSIONERS

Stan Sallee, Chairman Pro Tem

ATTEST:

Michael Willis, Tulsa County Clerk