

(Agenda of meeting was posted on the Tulsa County website at [www.tulsacounty.org](http://www.tulsacounty.org) on May 13, 2021 at 5:01 p.m.)

MINUTES  
Monday, May 17, 2021

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

Stan Sallee, Chairman, called the meeting to order at 9:31 a.m., and the following business was transacted:

II. 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.

III. MINUTES

A. Board of County Commissioners Meeting of May 10, 2021

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

IV. REPORTS

A. Assessor - Monthly Revolving Fund for 4/2021 (Clerk's Misc. File No. 20210955)

B. Treasurer - Depository Summary of Daily Analysis for 4/2021 (Clerk's Misc. File No. 20210956)

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

V. UNFINISHED BUSINESS

A. Amendments

1. Building Operations - #6 to the agreement for Janitorial Services to Final Touch Cleaning, CMF #237866, to extend for one year beginning 7/1/2021 with no changes to pricing or original terms (Clerk's Misc. File No. 20210957)
2. Court Services - #4 to the supplement to the master equipment and products agreement with Siemens Healthcare Diagnostics, Inc. for diagnostics equipment, CMF #237964, to add Assays (Clerk's Misc. File No. 20210958)

3. TC Departments:

- a. #1 to the bid award for Paper Products to Home Depot Pro, CMF #20201309, to extend the award for one year beginning 6/18/2021 with no changes to pricing or original terms of the bid (Clerk's Misc. File No. 20210959)
- b. #3 to the bid award for Coffee Service to Imperial Coffee, CMF #20200940, to add a new location, TCSO Dispatch Center, 6094 E. 66th Street North, Tulsa, OK 74117, with no changes to pricing or terms of the bid (Clerk's Misc. File No. 20210960)

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

- B. Change Order #8 - (Board of County Commissioners) - to the bid award for Builders Supply, Inc. for the Tulsa County "HQ" Administration Building Renovations bid package 08A (Hollow Metal Doors and Frames), CMF #247245, for preparation of existing hollow metal frames for new hardware. The contract sum will be increased in the amount of \$2,600 for a revised total contract sum of \$65,815 (Clerk's Misc. File No. 20210961)

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

- C. Public Hearing - (Drainage District #12) - to discuss report and budget request in the amount of \$999,750 for FY 2021-2022 (Clerk's Misc. File No. 20210962)

Motion made by Ron Peters, seconded by Karen Keith, to enter into public hearing at 9:36 a.m.. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

No members of the public were signed up to speak.

Motion made by Karen Keith, seconded by Ron Peters, to close the public hearing at 9:37 a.m. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

VI. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 5/24/2021 (Clerk's Misc. File No. 20210963)

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

- B. Resolution on Disposition of Funds/Cash Fund Estimate of Needs from 4/15/2021 to 5/12/2021 (Clerk's Misc. File No. 20210964)

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

- C. Requests for Approval

1. Board of County Commissioners - Certificate of Substantial Completion from Mid-Continental Restoration Company, Inc. for the Tulsa County HQ Building Exterior Envelope. Substantial completion was reached on 3/5/2021 (Clerk's Misc. File No. 20210965)
2. County Clerk Budget Office - for the funding and billing for the Ray Jordan Building Renovations for Court Clerk's operations (Clerk's Misc. File No. 20210966)
3. Court Services - to accept donations for Pretrial, Probation and Parole week (Clerk's Misc. File No. 20210967)

4. District Attorney - Notice of Termination of the Memorandum of Understanding with Outdoor Adventure Center, LLC, CMF #20191134 (Clerk's Misc. File No. 20210968)
5. Human Resources - for Plan Sponsor Web Portal User Access for Jentry Moore for Tulsa County 457, 401a, and PEHP managed by BOKF (Clerk's Misc. File No. 20210969)
6. Social Services - to accept donations of food, medications and various items for 4/2021 (Clerk's Misc. File No. 20210970)

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

- D. Resolution - (Board of County Commissioners) - to designate Estefanie Garcia as Receiving Officer replacing Cheryl Martinez (Clerk's Misc. File No. 20210971)

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

#### E. Agreements

1. Social Services - R.P.H.S., Inc. - for relief pharmacy services at the George Prothro, MD Pharmacy of Tulsa County on an as needed basis for FY 2021-2022 (Clerk's Misc. File No. 20210972)
2. Treasurer - Holder's Total Security - for burglar and fire alarm system monitoring and maintenance; cost of \$592.80/yr. (Clerk's Misc. File No. 20210973)

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

#### F. Agreement Renewals

1. Assessor - Standley Systems - for renewal of CMF #20201335 for FY 2021-2022 (Clerk's Misc. File No. 20210974)
2. Building Operations - Trane - for renewal of CMF #20201595 or FY 2021-2022 (Clerk's Misc. File No. 20210975)
3. Social Services:
  - a. Board of Regents of the University of Oklahoma on behalf of OU College of Pharmacy - for renewal of CMF #20201627 for FY 2021-2022 (Clerk's Misc. File No. 20210976)
  - b. Community Food Bank of Eastern Oklahoma - for renewal of CMF #20200977 for FY 2021-2022 (Clerk's Misc. File No. 20210977)
  - c. Douglas W. Holte, MD - for renewal of CMF #20201115 for FY 2021-2022 (Clerk's Misc. File No. 20210978)
  - d. The Parent Child Center of Tulsa - for renewal of CMF #20201048 for FY 2021-2022 (Clerk's Misc. File No. 20210979)
  - e. Tulsa CC Health Department (MCH Outreach) - for renewal of CMF #20201117 for FY 2021-2022 (Clerk's Misc. File No. 20210980)
  - f. Tulsa CC Health Department (Push Partner Program) - for renewal of CMF #20201116 for FY 2021-2022 (Clerk's Misc. File No. 20210981)
4. Treasurer - Blue Law Firm, PC - for renewal of CMF #20201267 for FY 2021-2022 (Clerk's Misc. File No. 20210982)

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

G. Request to Advertise for Bids - (TC Departments) - Correctional/Institutional Supplies (Clerk's Misc. File No. 20210983)

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

H. Inventory Resolutions

1. District Attorney - Junked - Misc. Office Equipment (Clerk's Misc. File No. 20210984)
2. Drainage District #12 - Junked - Optiplex Computer (Clerk's Misc. File No. 20210985)
3. Parks - Junked - Misc. Items (Clerk's Misc. File No. 20210986)

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

I. Sole Sources - Sheriff

1. PortionPac Chemical Corporation - for the CorrectPac System (Clerk's Misc. File No. 20210987)
2. Sweeper Metal Fabricators Corp. - the only approved vendor for installation, repair and maintenance of the 57700ECP sliding devices installed at David L. Moss Criminal Justice Center (Clerk's Misc. File No. 20210988)

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

J. Utility Permits - Engineers:

1. Public Services Company of Oklahoma - to cross Avery Drive approximately 2.15 miles E. of the Wilson Avenue Bridge (Clerk's Misc. File No. 20210989)
2. Washington County RWD #3 - to cross N. 145th E. Ave. approximately 0.4 of a mile N. of the N. 145th E. Ave. & E. 116th St. N. (Clerk's Misc. File No. 20210990)

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

K. Travel/Training - (OSU Extension) - Michelle Bonicelli to AAFCS Virtual Conference from 06/16-18/2021 (Clerk's Misc. File No. 20210991)

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

L. Personnel Actions

1. Building Operations (Clerk's Misc. File No. 20210992)
2. Election Board (Clerk's Misc. File No. 20210993)
3. Highways (Clerk's Misc. File No. 20210994)
4. Inspections (Clerk's Misc. File No. 20210995)
5. Parks (Clerk's Misc. File No. 20210996)

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

M. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20210997)

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

N. CC Health Department Documents to Accept & File

1. Agreements

- a. Saxum, Inc. - for adjustment to project schedule for marketing services for the COVID-19 vaccine campaign from 4/12/2021 to 7/30/2021; no adjustment to project price (Clerk's Misc. File No. 20210998)
- b. Canto, Inc. - for renewal of annual subscription to digital asset management system from 6/20/2021 to 6/19/2022; cost of \$4,999.99/yr. (Clerk's Misc. File No. 20210999)
- c. RingCentral, Inc. - for renewal of annual subscription for communications system and services from 4/1/2021 to 3/31/2022; cost of \$6,520.58/mo. (Clerk's Misc. File No. 20211000)
- d. Glenn Security Systems, Inc. - for addendum to existing agreement to include burglar alarm monitoring at SSHC from 5/11/2021 to 6/30/2021; cost of \$34/mo. (Clerk's Misc. File No. 20211001)

2. Personnel Actions (Clerk's Misc. File No. 20211002)

3. Travel/Training (Clerk's Misc. File No. 20211003)

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

O. Claims to be Disallowed (payments cancelled as of 5/10-14/2021)

There were no claims to be disallowed.

P. Claims (payments for bills to be paid by 5/3-7/2021)

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

Q. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 5/10-14/2021

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

R. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20211004)

2. Vision Tulsa County (Clerk's Misc. File No. 20211005)

Motion made by Ron Peters, seconded by Karen Keith, to approve the Vision 2025 and Vision Tulsa County payments. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

S. Zoning Application Hearing and Possible Action - (Tulsa Metropolitan Area Planning Commission) - CZ-512, Applicant: Tanner Consulting, LLC, Owner: Smalygo Properties, Inc., Location: Southeast Corner of East 136th Street North & North Sheridan Road. The request is to rezone from AG to AG-R for single-family residences. On meeting date of April 7, 2021, TMAPC voted 6-0-0 to recommend that the County Commission approve rezoning of 18.05 +/- acres from AG to AG-R (Clerk's Misc. File No. 20211006)

Motion made by Karen Keith, seconded by Ron Peters, to enter into public hearing at 9:41 a.m. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Jay Hoyt with TMAPC presented the zoning application. No members of the public were signed up to speak.

Motion made by Ron Peters, seconded by Karen Keith, to close the public hearing at 9:42 a.m. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Motion made by Karen Keith, seconded by Ron Peters, to approve and authorize execution by the Chairman, zoning application and resolution, CZ-512. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

T. COVID-19 Virus Discussion and Update

Joseph Kralicek, Director of Tulsa Area Emergency Management Agency, gave an update on COVID-19 numbers in Tulsa County.

- U. Discussion and possible action approving the appropriation and use of funds received from the U.S. Department of Treasury under the “Coronavirus Aid, Relief, and Economic Security (CARES) Act”, the “Coronavirus Response and Relief Supplemental Appropriations Act of 2021”, the “Emergency Rental Assistance Program”, and/or the “American Rescue Plan Act of 2021” and the “Coronavirus State and Local Fiscal Recovery Fund” contained therein

There were no CARES funding request.

- V. Executive Session - (District Attorney) - Requested By James Rea, Pursuant to 25 O.S. § 307(B)(11)(a)-(d) and (e)(1)-(7), the Board may meet in executive session for purposes of conferring on matters pertaining to the investigation, assessments, deterrence and plans regarding a plan or scheme to commit terrorism, and specific matters pertaining to the information technology of the public body

Motion made by Ron Peters, seconded by Karen Keith, to go into Executive Session. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:45 a.m.

Motion made by Karen Keith, seconded by Ron Peters, to reconvene the regular meeting at 9:46 a.m. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

W. Discussion and Possible Action Regarding Executive Session Item

No action taken on Executive Session item.

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

BOARD OF COUNTY COMMISSIONERS

Stan Sallee, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk