

(Agenda of meeting was posted in the central lobby and outside of the Ray Jordan Tulsa County Administration Building and on the Tulsa County website at www.tulsacounty.org on November 19, 2020 at 3:54 p.m.)

MINUTES
Monday, November 23, 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, Chief Deputy Vicki Adams representing Commissioner Peters and Commissioner Stan Sallee. Others present: County Clerk Michael Willis.

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 November 16, 2020

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

III. UNFINISHED BUSINESS

A. Bid Openings

1. Sheriff - Uniforms and Accessories

- a. Baysingers Police Supply, Inc. (Clerk's Misc. File No. 20202850)
- b. COPS Products (Clerk's Misc. File No. 20202851)
- c. Galls, LLC (Clerk's Misc. File No. 20202852)
- d. OK Police Supply (Clerk's Misc. File No. 20202853)

Motion made by Karen Keith, seconded by Vicki Adams, to refer the bids to the Sheriff and Procurement for analysis, review and recommendation on November 30, 2020. Upon roll call, Yes - Karen Keith, Vicki Adams, Stan Sallee. No - None. Abstain - None. Motion carried.

2. TC Departments - Food Service Requirements

- a. Ben E. Keith Company (Clerk's Misc. File No. 20202854)
- b. US Foods, Inc. (Clerk's Misc. File No. 20202855)

Motion made by Vicki Adams, seconded by Karen Keith, to refer the bids to TC Departments and Procurement for analysis, review and recommendation on November 30, 2020. Upon roll call, Yes - Karen Keith, Vicki Adams, Stan Sallee. No - None. Abstain - None. Motion carried.

B. Bid Awards & Recommendations

1. Board of County Commissioners - Ray Jordan Administration Building Renovations - Deferred

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

2. TC Departments - Correction-Institutional Supplies - to rescind the award to ICS Jail Supplies, Inc., CMF #20201308, for three items and allow the Juvenile Bureau to obtain quotes as needed for these products for the remainder of the bid term (Clerk's Misc. File No. 20202856)

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

C. Amendments

1. Sheriff - #1 to the agreement with Gallup Architects, PLLC for architectural and engineering services for proposed 911 Dispatch Center, CMF #20201998, for additional architectural and engineering services required in the amount of \$13,854 (Clerk's Misc. File No. 20202857)

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

2. TC Departments - #2 to the bid award for Miscellaneous Electrical Supplies to Irby Electrical Distributor, CMF #246765, to renew the award for one year beginning 1/19/2021 with no changes to the original bid terms (Clerk's Misc. File No. 20202858)

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

- D. Change Order #5 - (Highways) - Oklahoma Department of Transportation (ODOT) - to the project agreement for intersection improvements at 116th Street North and 129th East Avenue, project STP-272B(278)CI, CMF #20200056, for a credit for a returned headwall as well as supplemental items required to adjust inlet to grade and a culvert end treatment. The contract sum will be increased by \$378.47 of which Tulsa County is responsible for ten percent (10%) per the original agreement (Clerk's Misc. File No. 20202859)

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

IV. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 11/30/2020 (Clerk's Misc. File No. 20202860)

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

- B. Reappointment - (Commissioner Keith) - Betty Box to the Tulsa County Park Board effective immediately with term to expire 12/31/2024 (Clerk's Misc. File No. 20202861)

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

C. Requests for Approval

1. Board of County Commissioners:
 - a. Dress Code and Professional Appearance Policy, TCP 131 - establishing general dress code policies and standards of professional appearance and self-presentation for employees of Tulsa County (Clerk's Misc. File No. 20202862)
 - b. Travel and Mileage Reimbursement Policy, TCP 010 - establishing regulations for travel requests, authorization, itemization, and reimbursement of related travel expenses (Clerk's Misc. File No. 20202863)

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

2. Human Resources - General Salary Schedule and Information Technology Salary Schedule effective 11/1/2020 for BOCC Divisions (Clerk's Misc. File No. 20202864)
3. Inspections - for addition of fees for Fire Marshal Services (Clerk's Misc. File No. 20202865)
4. Sheriff - Deputy Sue Nye - to retain peace officer status and be designated as a Peace Officer, Retired under Title 19 O.S. Sec 553 & Sec 554, retirement effective 11/30/2020 (Clerk's Misc. File No. 20202866)

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

D. Resolution

1. Board of County Commissioners - for authorization for the partial distribution of sales tax funds for engineering for improvements to the Jenks Levee in the amount of \$200,000 (Clerk's Misc. File No. 20202867)
2. Social Services - to remove Leolita Kelly as Requisitioning Officer effective 10/23/2020 (Clerk's Misc. File No. 20202868)

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

E. Agreements

1. Board of County Commissioners - The Center for Housing Solutions, Inc. - for second renewal and extension of lease agreement for short term lease for the former Tulsa County Juvenile Detention Center, CMF #20202118, extending term from 12/1/2020 to 12/31/2020 (Clerk's Misc. File No. 20202869)
2. Inspections - Point & Pay, LLC - for E-Payment Services (Clerk's Misc. File No. 20202870)
3. IT - AT&T - for switched Ethernet Service for the Tulsa County Sheriff's Department (Clerk's Misc. File No. 20202871)

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

F. Agreement Renewal - (Treasurer) - RP Solutions, Inc. - for renewal of CMF #246830 from 1/23/2021 to 1/22/2022 (Clerk's Misc. File No. 20202872)

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

G. Request to Advertise for Bids - (TC Departments) - Vehicle Lubricants and Antifreeze (Clerk's Misc. File No. 20202873)

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

H. Inventory Resolutions

1. Assessor - Junked - Hilti Laser Range Meter (Clerk's Misc. File No. 20202874)
2. Treasurer - Junked - Epson Check Scanner (Clerk's Misc. File No. 20202875)

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

I. Utility Permits - Engineers:

1. John Jarrett - to parallel approximately 300' and cross W. 46th St. (Clerk's Misc. File No. 20202876)
2. Oklahoma Natural Gas Company - to cross (2) N. Yale Ave. (Clerk's Misc. File No. 20202877)

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

J. Travel/Training - (Board of County Commissioners) - Keri Fothergill:

1. to Effective Work Skills and Supervisory Skills 1 from 12/9-10/2020 (Clerk's Misc. File No. 20202878)
2. to ACCO Conference from 3/31-4/1/2021 (Clerk's Misc. File No. 20202879)

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

K. Personnel Actions

1. Administrative Services (Clerk's Misc. File No. 20202880)
2. Board of County Commissioners (Clerk's Misc. File No. 20202881)
3. Building Operations (Clerk's Misc. File No. 20202882)
4. Court Services (Clerk's Misc. File No. 20202883)
5. Drainage District #13 (Clerk's Misc. File No. 20202884)
6. Early Settlement (Clerk's Misc. File No. 20202885)
7. Election Board (Clerk's Misc. File No. 20202886)
8. Engineers (Clerk's Misc. File No. 20202887)
9. Highways (Clerk's Misc. File No. 20202888)
10. Human Resources (Clerk's Misc. File No. 20202889)
11. Inspections (Clerk's Misc. File No. 20202890)
12. IT (Clerk's Misc. File No. 20202891)
13. Parks (Clerk's Misc. File No. 20202892)
14. Social Services (Clerk's Misc. File No. 20202893)

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

L. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20202894)

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

M. CC Health Department Documents to Accept & File

1. Agreements

- a. Loomis Armored US, LLC - for transportation for bank deposits from 11/1/2020 to 10/31/2021; cost of \$500/mo. (Clerk's Misc. File No. 20202895)
- b. Tyler Technologies, Inc. - for prorated EnerGov Data Replication Server fees and 29 hours of professions implementation services from 11/1/2020 to 10/31/2021; cost of \$6,615.00+ expenses (Clerk's Misc. File No. 20202896)

2. Personnel Actions (Clerk's Misc. File No. 20202897)

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

N. Claims to be Disallowed (payments cancelled as of 11/16-20/2020)

There were no claims to be disallowed.

O. Claims (payments for bills to be paid by 11/9-13/2020)

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

P. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 11/16-20/2020

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

Q. COVID-19 Virus Discussion and Update

R. Discussion and Possible Action regarding COVID-19 CARES Funding Requests/Reports/CARES Funding Agreements and Approval of Tulsa County RESET Loan Applications (Clerk's Misc. File No. 20202898)

Motion made by Vicki Adams, seconded by Karen Keith, to approve the CARES Funding requests and RESET Loan Applications. Upon roll call, Yes - Karen Keith, Vicki Adams, Stan Sallee. No - None. Abstain - None. Motion carried.

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

BOARD OF COUNTY COMMISSIONERS

Ron Peters, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk