

(Agenda of meeting was posted in the central lobby and outside of the Ray Jordan Tulsa County Administration building on November 21, 2019 at 3:20 p.m.)

MINUTES  
Monday, November 25, 2019

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

Karen Keith, Chairman, 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 18, 2019

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

III. UNFINISHED BUSINESS

A. Bid/Proposal Openings

1. CC Health Department - WIC Little by Little Bulk Books
  - a. All About Books, LLC (Clerk's Misc. File No. 20191114)
  - b. Barnes & Noble Booksellers, Inc. (Clerk's Misc. File No. 20191115)
  - c. Interstate Promotional Distributors, Inc. dba Interstate Books4School (Clerk's Misc. File No. 20191116)
  - d. Workman Publishing Company, Inc. (Clerk's Misc. File No. 20191117)

Motion made by Ron Peters, seconded by Stan Sallee, to refer the bids to CC Health Department and Purchasing for analysis, review and recommendation on December 2, 2019. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

2. Sheriff and Court Services - Uniforms and Accessories
  - a. Baysingers Police Supply, Inc. (Clerk's Misc. File No. 20191118)
  - b. Bob Barker Company, Inc. (Clerk's Misc. File No. 20191119)
  - c. COPS Products (Clerk's Misc. File No. 20191120)
  - d. The Don Hume Company, LLC (Clerk's Misc. File No. 20191121)
  - e. G T Distributors, Inc. (Clerk's Misc. File No. 20191122)
  - f. Oklahoma Police Supply, LLC (Clerk's Misc. File No. 20191123)

Motion made by Stan Sallee, seconded by Ron Peters, to refer the bids to the Sheriff, Court Services and Purchasing for analysis, review and recommendation on December 2, 2019. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

3. TC Departments - Hygiene Supplies
  - a. Bob Barker Company, Inc. (Clerk's Misc. File No. 20191124)
  - b. Charm-Tex, Inc. (Clerk's Misc. File No. 20191125)
  - c. CPR Savers & First Aid Supply (Clerk's Misc. File No. 20191126)
  - d. ICS Jail Supplies, Inc. (Clerk's Misc. File No. 20191127)
  - e. Medicaleshop, Inc. (Clerk's Misc. File No. 20191128)

Motion made by Ron Peters, seconded by Stan Sallee, to refer the bids to TC Departments and Purchasing for analysis, review and recommendation on December 2, 2019. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

- B. Bid Award & Recommendation - (TC Departments) - Agricultural Supplies - to Helena Agri-Enterprises, LLC, Simplot Partners and Winfield United, the lowest and best bids received on a large percentage of all products. Items are awarded on a line item basis and Agency Pricing items were awarded to all three (3) vendors. On items that no pricing was provided, we request to authorize purchases through quote basis. This award is for six (6) month period beginning 11/25/19. (Clerk's Misc. File No. 20191129)

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

- C. Amendment #3 - (Sheriff) - to Extend the Bid Award for Uniforms and Accessories to Baysinger Police Supply, Inc. and G.T. Distributors, Inc., CMF #246189, to allow time to review bid responses and award a new bid after the bid opening on November 25, 2019. The Tulsa County Purchasing Department requests the bid award be extended from November 26, 2019 through December 13, 2019 with no changes to bid prices and conditions. (Clerk's Misc. File No. 20191130)

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

- D. Change Order #3 - (Board of County Commissioners) - to the Agreement with All American Fire Systems, Inc. for the Tulsa County "HQ" Administration Building Renovations Bid Package 21A (Fire Protection), CMF #247510. The contract sum will be increased by \$25,090 with a new total contract sum of \$314,032. (Clerk's Misc. File No. 20191131)

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

#### IV. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes - for week ending 12/2/19 (Clerk's Misc. File No. 20191132)

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

- B. Reappointment - (Board of County Commissioners) - Momodou Ceesay to the Tulsa County Vision Authority Board of Directors effective 1/1/20 with term expiring 12/31/20 (Clerk's Misc. File No. 20191133)

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

- C. Memorandum of Understanding - (Parks) - Outdoor Adventure Center, LLC - for Funding of the Development of the Lower Level at Chandler Park Lost City Adventure Center (Clerk's Misc. File No. 20191134)

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

- D. Requests for Approval

1. Board of County Commissioners:

- a. for Authorization of Plan Sponsor Web Portal User Access for Donna Titsworth and Annette Belmonte for Tulsa County 401(a), 457 and PEHP Plans (Clerk's Misc. File No. 20191135)

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

- b. for Authorization of Plan Sponsor Web Portal User Access for Traci Scullaw and Georgeann Hiebert for Tulsa County 401(a), 457 and PEHP Plans (Clerk's Misc. File No. 20191136)

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

- c. for Devin Egan to Purchase Miscellaneous Items as Needed or Required in her Role as Communications Manager in the amount of \$250 (Clerk's Misc. File No. 20191137)

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

- 2. Election Board - Certificate of Substantial Completion - Southeast Tulsa Construction, Inc. for Construction of the Tulsa County Election Board Storage Building (Clerk's Misc. File No. 20191138)

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

- 3. Sheriff - Deputy Todd Cole, to Retain Peace Officer Status and be Designated as a Peace Officer, Retired under Title 19 O.S. Sec 553 & Sec 554, retirement effective 11/30/19 (Clerk's Misc. File No. 20191139)

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

#### E. Resolutions

- 1. Board of County Commissioners - Amended and Restated Resolution Levying and Imposing a Use Tax in Tulsa County on the Storage, Use or Other Consumption of Tangible Personal Property Used, Stored or Consumed Within Tulsa County (Clerk's Misc. File No. 20191140)
- 2. District Attorney - to Designate Nicholas Williams as Requesting Officer replacing Nolan Fields (Clerk's Misc. File No. 20191141)

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

#### F. Agreements

- 1. Board of County Commissioners - State of Oklahoma Department of Emergency Management - for the FY2020 Emergency Management Performance Grant in the sum of \$79,000 (Clerk's Misc. File No. 20191142)

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

#### 2. Engineers:

- a. Meshek & Associates - Right-of-Way Services Agreement for Miscellaneous Roadway and Bridge Projects through June 30, 2020 (Clerk's Misc. File No. 20191143)
- b. Rural Water District #6, Okmulgee County - for Utility Improvement Agreement for Project Number HWDIS3, Related to the New Tulsa County Maintenance District #3 Site, for rearrangement of facilities and construction of approximately one (1) mile of new 10-inch pipeline to provide the fire flow requirements of the County (Clerk's Misc. File No. 20191144)

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

3. Juvenile Bureau - American Services, Inc. - for Rodent Control Services at the Family Center for Juvenile Justice Located at 410 W. Archer, Tulsa, Oklahoma 74127; initial cost of \$525 and monthly cost of \$120 (Clerk's Misc. File No. 20191145)

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

4. Tulsa Area Emergency Management Agency - State of Oklahoma Department of Emergency Management - for Disaster Assistance from the Flooding and Severe Weather from May 7th, 2019 through June 10, 2019, FEMA-4438-DR-OK, pursuant to Major Disaster Declaration of the President of the United States dated June 1, 2019 (Clerk's Misc. File No. 20191146)

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

- G. Agreement Renewal - (Treasurer) - RP Solutions - for renewal of CMF #246830 for FY 2019-2020 (Clerk's Misc. File No. 20191147)

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

- H. Request to Advertise for Proposals - (CC Health Department) - Generation Z Focus Groups (Clerk's Misc. File No. 20191148)

Proposals to be received by 4:00 p.m. on 12/27/19 and to open on 12/30/19 at 9:30 a.m.

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

- I. Inventory Resolutions

1. Assessor - Remove from Capital Inventory (Clerk's Misc. File No. 20191149)
2. County Clerk - Transfer to IT (Clerk's Misc. File No. 20191150)
3. Sheriff - Retire to Todd Cole (Clerk's Misc. File No. 20191151)

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

- J. Sole Source - (TAEMA) - QuickSeries Publishing, Inc. - for the EOC-ready All Hazards Preparedness mobile application (Clerk's Misc. File No. 20191152)

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

- K. Travel/Training

1. Board of County Commissioners:
  - a. John Fothergill to various functions and events (Clerk's Misc. File No. 20191153)
  - b. John Fothergill to Route 66 Symposium (Clerk's Misc. File No. 20191154)
2. Human Resources - Sunnilyn Hertt to 2020 ATD International Conference & Expo (Clerk's Misc. File No. 20191155)

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

- L. Personnel Actions

1. Building Operations (Clerk's Misc. File No. 20191156)
2. Highways (Clerk's Misc. File No. 20191157)
3. Parks (Clerk's Misc. File No. 20191158)
4. Social Services (Clerk's Misc. File No. 20191159)

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

M. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20191160)

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

N. CC Health Department Documents to Accept & File

1. Agreements

- a. E.G. Ventures, LLC - for third amendment to agreement to increase lease for remainder of term from 7/1/19 to 6/30/20; additional cost of \$44.57/mo. total of \$4,501.23/mo. (Clerk's Misc. File No. 20191161)
- b. Maple Law Firm - for legal research on behalf of THD and Board of Health from 11/25/19 to 1/31/20; cost of \$4,500 (Clerk's Misc. File No. 20191162)
- c. Tulsa Radiology Associates, Inc. - for mammography services and chest x-rays for THD-referred patients 7/1/19 to 6/30/20; \$10,000/yr. with periodic invoicing (Clerk's Misc. File No. 20191163)

2. Personnel Actions (Clerk's Misc. File No. 20191164)

3. Travel/Training - Darren Henin to BRC Training; Monica Rogers to HIMSS Annual Conference (Clerk's Misc. File No. 20191165)

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

O. Claims to be Disallowed (payments cancelled as of 11/18-22/19)

There were no claims to be disallowed.

P. Claims (payments for bills to be paid by 11/12-15/19)

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

Q. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 11/18-22/19

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

BOARD OF COUNTY COMMISSIONERS

Karen Keith, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk