

(Agenda of meeting was posted on the Tulsa County website at [www.tulsacounty.org](http://www.tulsacounty.org) on October 22, 2020 at 3:28 p.m.)

MINUTES  
Monday, October 26, 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 Michael Craddock and Commissioner Ron Peters. Others present: County Clerk Michael Willis, represented by Georgeann Hiebert.

Ron Peters, 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 Emergency Meeting of October 16, 2020

B. Board of County Commissioner's Meeting of October 19, 2020

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

III. UNFINISHED BUSINESS

A. Bid/Proposal Openings:

1. CC Health Department - XRF Analyzer

a. Thermo Scientific Portable Analytical Instruments, Inc. (Clerk's Misc. File No. 20202649)

b. Viken Detection Corporation (Clerk's Misc. File No. 20202650)

Motion made by Karen Keith, seconded by Michael Craddock, to refer the bids to CC Health Department and Procurement for analysis, review and recommendation on November 2, 2020. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

2. Highway Districts 1 & 3 - Tulsa County Maintenance Facilities Fueling Stations

a. Construction Enterprises Incorporated (Clerk's Misc. File No. 20202651)

b. Titan Fuel Systems, LLC (Clerk's Misc. File No. 20202652)

c. Vexus Contracting, LLC (Clerk's Misc. File No. 20202653)

d. VOY Construction, LLC (Clerk's Misc. File No. 20202654)

Motion made by Karen Keith, seconded by Michael Craddock, to refer the bids to Highway Districts 1 & 3 and Procurement for analysis, review and recommendation on November 2, 2020. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

B. Bid Award & Recommendation - (Sheriff) - David L. Moss Criminal Justice Center Roof Replacement - Deferred

Motion made by Karen Keith, seconded by Michael Craddock, to defer the bid award and recommendation. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

- C. Addendum #3 - (Board of County Commissioners) - to the Notice to Bidders for the Ray Jordan Administration Building Renovations set to open 11/2/2020, for changes and clarifications to project specifications and drawings, response to vendor submitted questions and substitution requests, CM Clarification #2 and a revised bid form (Clerk's Misc. File No. 20202655)

Motion made by Michael Craddock, seconded by Karen Keith, to approve the addendum. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

- D. Amendment #10 - (TC Departments) - to the bid award for Trash Service to American Waste Control, Inc., CMF #20201977, to modify services required at Haikey Creek Park (Clerk's Misc. File No. 20202656)

Motion made by Karen Keith, seconded by Michael Craddock, to approve the amendment. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

E. Change Orders

1. Board of County Commissioners:

- a. #9 to the agreement with Oakridge Builders for the Tulsa County "HQ" Administration Building Renovations bid package 03A (Concrete), CMF #248131, for an additional month of rental cost of shoring needed at the hole in the garage floor. The contract sum will be increased by \$3,105 for a new total contract sum of \$572,257 (Clerk's Misc. File No. 20202657)
- b. #24 to the agreement with Colburn Electric, LLC for the Tulsa County "HQ" Administration Building Renovations bid package 26A (Electrical), CMF #247582, for data and power in 8th floor conference rooms #827 and #843. The contract sum will be increased by \$1,434 for a new total contract sum of \$3,005,526 (Clerk's Misc. File No. 20202658)

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

2. Highways - #4 to the Project Agreement with Oklahoma Department of Transportation (ODOT) for intersection improvements at 116th Street North and 129th East Avenue, project STP-272B(278)CI, CMF #20200056, for supplemental items required for the relocation and upgrade of the existing sanitary sewer force main. The contract time will be increased by 107 days and the contract sum will be increased by \$108,163.33 of which Tulsa County is responsible for ten percent (10%) per the original agreement (Clerk's Misc. File No. 20202659)

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

IV. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 11/2/2020 (Clerk's Misc. File No. 20202660)

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

- B. Documents for Sale of County Property - Treasurer:

1. Parcel #37800-93-02-09790, E 12 1/2 LT 18 BLK 8, Sheridan Hills, to Jackson Lahmeyer (Clerk's Misc. File No. 20202661)

2. Parcel #43300-03-29-13560, N.60'S.133' LT 399 BLK 31, TULSA HGTS, to Jackson Lahmeyer (Clerk's Misc. File No. 20202662)
3. Parcel #99333-93-33-22290, N.123' OF S.945.49' OF E3.50' OF NE NW SEC 33-19-13, UNPLATTED, to Timothy Warren (Clerk's Misc. File No. 20202663)

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

- C. Appointment - (Commissioner Peters) - Smiley Elmore, Jr. to the Tulsa County Criminal Justice Authority Sales Tax Overview Committee for a three year term to expire 12/1/2023 (Clerk's Misc. File No. 20202664)
- D. Reappointment - (Commissioner Peters) - Mike Spradling to the Tulsa County Public Facilities Authority effective immediately with term to expire 12/31/2022 (Clerk's Misc. File No. 20202665)

Motion made by Michael Craddock, seconded by Karen Keith, to approve the appointment and reappointment. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

E. Requests for Approval

1. INCOG - Designate the County's Chief Executive Officer, the Chairperson, as the certifying officer under the National Environmental Policy Act of 1969 to assume overall responsibility for the environmental review process, including signing required certifications and make a finding of no significant effect on the environment on the following project: Town of Sperry FY 2020 Sanitary Sewer Line Improvement Project (Clerk's Misc. File No. 20202666)
2. Sheriff - OK.EMGrants Access Authorization Form for Trey O'Neal (Clerk's Misc. File No. 20202667)

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

F. Resolutions

1. County Clerk - to designate Stephen Leonard as Requisitioning Officer to replace Leolita Kelly (Clerk's Misc. File No. 20202668)
2. Parks - to designate Rebecca Cook as Receiving Officer replacing Donna Norwood (Clerk's Misc. File No. 20202669)
3. Sheriff - to designate Trey O'Neal as Requisitioning Officer (Clerk's Misc. File No. 20202670)
4. Tulsa Metropolitan Area Planning Commission - TCCP-3: Resolution Nos. 2827:1014, 2827:1015, 2827:1016, 2827:1017 - for Amendments to the Tulsa Metropolitan Area Comprehensive Plan for the unincorporated areas of Tulsa County lying within the fence lines of Broken Arrow and Sand Springs, along with the unincorporated areas of South Tulsa County and Keystone (Clerk's Misc. File No. 20202671)

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

G. Agreements

1. Board of County Commissioners - Oklahoma Department of Rehabilitation Service (ODRS) - to assign the locations to be used for licensing and the establishment of vending facilities on the first floor of the Tulsa County Courthouse, 500 S. Denver, Tulsa, Oklahoma, and vending machines at the David L. Moss Criminal Justice Center, 300 N. Denver Ave, Tulsa, OK, for one year beginning 11/1/2020 (Clerk's Misc. File No. 20202672)
2. District Courts - Magnum Construction, Inc. - for Tulsa County Courthouse modifications (Clerk's Misc. File No. 20202673)
3. Engineers:
  - a. Oklahoma Department of Transportation - project agreement for grade, drain, bridge and surface work at East 51st Street beginning at 161st E. Ave. to 177th E. Ave., JP No. 30885(04) Project No. J3-0885(004)CI (Clerk's Misc. File No. 20202674)
  - b. Wagoner County Miracle of Faith Holiness Church - for the purchase of right of way and easements for the roundabout at the intersection of 51st St. S. and 193rd St., Parcel 7, in the amount of \$17,080 (Clerk's Misc. File No. 20202675)
4. Highways - Advance Alarms, Inc.:
  - a. for monthly alarm service and monitoring at District 1, 11456 N. Yale Ave., Sperry, OK 74073; cost of \$400 installation and \$25/mo. (Clerk's Misc. File No. 20202676)
  - b. for monthly alarm service and monitoring at District 3, 4959 E. 171st St., Bixby, OK 74008; cost of \$400 for installation and \$25/mo. (Clerk's Misc. File No. 20202677)
5. IT - Cox Business:
  - a. for CBI 50 and a Static IP address at Bixby Community Center, 211 N. Cabaniss Avenue, Bixby, OK; cost of \$129/mo. (Clerk's Misc. File No. 20202678)
  - b. for CBI 50 and a Static IP address at Buddy LaFortune Recreation Center, 5202 S. Hudson, Tulsa, OK; cost of \$129/mo. (Clerk's Misc. File No. 20202679)
  - c. for two CBI 50 and two Static IP addresses at O'Brien Park, 6149 N. Lewis, Tulsa, OK; cost of \$258/mo. (Clerk's Misc. File No. 20202680)
  - d. for CBI 50 and a Static IP address at the South County Recreation Center, 13800 S. Peoria, Bixby, OK; cost of \$129/mo. (Clerk's Misc. File No. 20202681)
6. Sheriff - RagnaSoft, Inc., dba PlanIt Schedule - for licenses and support for personnel scheduling software; cost of \$1,012.50 (Clerk's Misc. File No. 20202682)
7. Treasurer - Home Builder's Association of Greater Tulsa - for exhibit booth space at the 2021 Greater Tulsa Home and Garden Show at River Spirit Expo from 3/11-14/2021; cost of \$1,060 (Clerk's Misc. File No. 20202683)

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

- H. Agreement Renewal - (Human Resources) - Total Administrative Services Corporation (TASC) - for renewal of CMF #20200285 for FY 2020-2021 (Clerk's Misc. File No. 20202684)

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

- I. Request for Approval - (District Courts) - Notice to Proceed - Magnum Construction, Inc., for Tulsa County Courthouse Modifications, to proceed with the scope of work as defined in the approved agreement (Clerk's Misc. File No. 20202685)

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

- J. Sole Sources

1. Election Board - Sidi Spaces LLC dba BizBox - for BizBox products (Clerk's Misc. File No. 20202686)
2. IT - DG Investment Intermediate Holdings 2, Inc., dba Convergent Technologies, LLC - for Lenel access control door equipment and service, and Milestone Video Management System equipment and service (Clerk's Misc. File No. 20202687)
3. Sheriff - Broncho Company dba Electric Power Door - for doors, hardware and service for the hydraulic folding doors used at the David L. Moss facility (Clerk's Misc. File No. 20202688)

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

- K. Utility Permit - (Engineers) - Washington County RWD #3 - to cross 106th St. N. (Clerk's Misc. File No. 20202689)

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

- L. Personnel Actions

1. Election Board (Clerk's Misc. File No. 20202690)
2. Highways (Clerk's Misc. File No. 20202691)
3. IT (Clerk's Misc. File No. 20202692)
4. Parks (Clerk's Misc. File No. 20202693)

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

- M. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20202694)

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

- N. CC Health Department Documents to Accept & File

1. Agreements
  - a. Stericycle, Inc. - for disposal of biomedical waste - 2 box minimum from 7/1/2020 to 6/30/2021; cost of \$28.64/box + fuel charge, No-waste fee \$65 (Clerk's Misc. File No. 20202695)

- b. G4S Security Solutions, Inc. - for renewal and extension of current terms – no changes from 7/1/2020 to 6/30/2021; cost of \$35/hr. (Clerk's Misc. File No. 20202696)
  - c. Glenn Security Systems, Inc. - for burglar and fire alarm monitoring for multiple THD sites as listed from 3/15/2020 to 3/14/2021 (Clerk's Misc. File No. 20202697)
- 2. Personnel Actions (Clerk's Misc. File No. 20202698)
  - 3. Travel/Training (Clerk's Misc. File No. 20202699)

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

O. Claims to be Disallowed (payments cancelled as of 10/19-23/2020)

There were no claims to be disallowed.

P. Claims (payments for bills to be paid by 10/12-16/2020)

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

Q. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 10/19-23/2020

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

R. 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.

S. 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. 20202700)

Motion made by Karen Keith, seconded by Michael Craddock, to approve the CARES funding requests and RESET loan applications. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. 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 Karen Keith, seconded by Michael Craddock, to adjourn the meeting. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS

Ron Peters, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk