

(Amended Agenda of meeting was posted in the central lobby and outside of the Ray Jordan Tulsa County Administration building on October 25, 2019 at 8:47 a.m.)

MINUTES  
Monday, October 28, 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, Chief Deputy John Fothergill, Commissioner Ron Peters; Others present: Michael Willis.

Ron Peters, 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 October 21, 2019

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

III. UNFINISHED BUSINESS

- A. Addendum #1 - (Sheriff and Court Services) - to the Notice to Bidders for Uniforms and Accessories, set to open on 11/25/19 at 9:30 a.m. with bids to be received by 4:00 p.m. on 11/22/19, to provide added information to the general terms and conditions, clarify approximate amount of employees for initial sizing and answer a vendor question (Clerk's Misc. File No. 20190901)
- B. Amendment #1 - (TC Departments) - to the Notice to Bidders for Agricultural Supplies, set to open on 11/4/19 at 9:30 a.m. with bids to be received by 4:00 p.m. on 11/1/19, to extend bid dates. Vendor questions are due by 5:00 p.m. on 10/29/19 with new submission deadline of 4:00 p.m. on 11/8/19, bids will be opened on 11/12/19 at 8:30 a.m. (Clerk's Misc. File No. 20190902)
- C. Change Orders:
  - 1. Board of County Commissioners - #3 to the Agreement with Oakridge Builders, a Division of Flintco, LLC for the Tulsa County "HQ" Administration Building Renovations Bid Package 03A (Concrete), CMF #248131, for foundation changes required for the stair tower. The contract time is unaffected by this change order. The contract sum will be increased by \$9,373 with a new total contract sum of \$532,019 (Clerk's Misc. File No. 20190903)
  - 2. Election Board - #2 to the Agreement with Southeast Tulsa Construction, Inc. for the Tulsa County Election Board Storage Building, CMF# 247585, for an additional thirty (30) days requested by the contractor for weather delays and additional time needed to receive the overhead door from the manufacturer, making the date of substantial completion 10/25/19. The contract sum is unchanged. (Clerk's Misc. File No. 20190904)
  - 3. Parks - #6 to the Agreement with TriStar Construction, LLC for LaFortune Park Trail, CMF #245581, for removal of a utility pole relocation from the agreement, an excavation cost overrun, and replacement of unstable subgrade material. There is no change to the contract time. The contract sum will be decreased by \$8,812.80 with a new total contract sum of \$1,528,746.75. (Clerk's Misc. File No. 20190905)

Motion made by John Fothergill, seconded by Stan Sallee, to approve and authorize execution, as needed, the Unfinished Business Items. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

#### IV. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 11/4/19 (Clerk's Misc. File No. 20190906)

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

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

1. Parcel #39275-92-12-14848, E5 W105 S47 LT 23 & N10 VAC ALLEY ADJ ON S THEREOF BLK 5, SOUTH SIDE ADDN, to Richard Morris and Kim Marie Morris, for the sum of \$75 the highest competitive bid, plus any additional and separate charge for apportioned cost of \$145.81, total paid \$220.81 (Clerk's Misc. File No. 20190907)
2. Parcel #53825-02-02-02290, LT 8 BLK 7, NORTHGATE SECOND ADDN, to Bob G Moore, for the sum of \$125 the highest competitive bid, plus any additional and separate charge for apportioned cost of \$141.81, total paid \$266.81 (Clerk's Misc. File No. 20190908)

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

- C. Reappointment - (Commissioner Sallee) - Dorcas Williams to the Greater Tulsa Area Indian Affairs Commission effective 1/1/20 with term to expire 12/31/22 (Clerk's Misc. File No. 20190909)

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

- D. Memorandum of Understanding - (Board of County Commissioners) - INCOG - for the Oklahoma Commercial Property Assessed Clean Energy Program Development (Clerk's Misc. File No. 20190910)

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

- E. Request for Approval - (Human Resources) - to Add Blanket Bond Insurance Coverage for all Tulsa County Employees. The insurance will be issued by Traveler's Insurance Company to cover all Tulsa County Employees for theft of any County assets with a limit of \$1,000,000 and an annual premium of \$7,474, effective immediately (Clerk's Misc. File No. 20190911)

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

- F. Agreements:

1. Board of County Commissioners:
  - a. Crossland Heavy Contractors, Inc. - for Construction of the Family Center for Juvenile Justice Visitor Parking Lot (Clerk's Misc. File No. 20190912)
  - b. PSI - Pendergraph Systems, Inc - for the Tulsa County HQ Building Access Control & Video Surveillance (Clerk's Misc. File No. 20190913)

2. District Attorney - Karpel Solutions - for FY 2020 Renewal and Addendum for Data Exchange Interfaces; cost of \$5,000 implementation fee and \$1,000 annual maintenance and support fee (Clerk's Misc. File No. 20190914)
3. IT - Southwestern Bell Telephone Company dba AT&T Oklahoma - for Custom Work Necessary to Relocate One Inside Terminal and DMARC to a New Telephony Closet at the Tulsa County Election Board; cost of \$2,775.15 (Clerk's Misc. File No. 20190915)
4. Juvenile Bureau - City of Tulsa - Interlocal Agreement for the Operation and Utilization of the Tulsa Area Community Intervention Center (Clerk's Misc. File No. 20190916)

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

- G. Agreement Renewal - (Employees' Retirement System of Tulsa County) - State Street Global Advisors Trust Company - for renewal of CMF #246261 for FY 2019-2020 (Clerk's Misc. File No. 20190917)

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

- H. Requests for Approval - (Board of County Commissioners) - Notices to Proceed:
  1. to Crossland Heavy Contractors, Inc. for Construction of the Family Center for Juvenile Justice Visitor Parking Lot, to proceed with scope of work as defined in the approved agreement (Clerk's Misc. File No. 20190918)
  2. to PSI - Pendergraph Systems, Inc. for the Tulsa County HQ Building Access Control & Video Surveillance, to proceed with scope of work as defined in the approved agreement (Clerk's Misc. File No. 20190919)

Motion made by Stan Sallee, seconded by John Fothergill, to approve the Requests. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

- I. Requests to Advertise for Bids/Proposals:
  1. CC Health - WIC Little by Little Bulk Books (Clerk's Misc. File No. 20190920)
  2. TC Departments - Hygiene Supplies (Clerk's Misc. File No. 20190921)
 Bids/Proposals to be received by 4:00 p.m. on 11/22/19 and to open 11/25/19 at 9:30 a.m.

Motion made by John Fothergill, seconded by Stan Sallee, to approve the Requests to Advertise. Upon roll call, Yes - Stan Sallee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

- J. Inventory Resolutions:
  1. Assessor - Remove from Capital Inventory (Clerk's Misc. File No. 20190922)
  2. Sheriff:
    - a. Junked (Clerk's Misc. File No. 20190923)
    - b. Sold (Clerk's Misc. File No. 20190924)

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

- K. Sole Sources:
  1. CC Health Department - Third Week Books - for Rock-a-Bye Baby Reader, Despertar a La Lectura and derivative products, titles used by the WIC/Little by Little Program (Clerk's Misc. File No. 20190925)

2. Sheriff:
  - a. Boone & Boone Sales Co., Inc. - for Spence valves and parts (Clerk's Misc. File No. 20190926)
  - b. Broncho Company dba Electric Power Door - for doors, hardware and service for the hydraulic folding doors at David L. Moss Criminal Justice Center (Clerk's Misc. File No. 20190927)
  - c. R.R. Brink Locking Systems, Inc. - for all Brink locks and parts, including all Medeco parts (Clerk's Misc. File No. 20190928)

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

L. Travel/Training:

1. Board of County Commissioners:
  - a. John Fothergill to Interim Study on Home Rule on 10/31/19 in OKC, OK; cost of \$174.58 (Clerk's Misc. File No. 20190929)
  - b. Mike Craddock to Interim Study on Home Rule on 10/31/19 in OKC, OK; cost of \$185.23 (Clerk's Misc. File No. 20190930)
2. IT - Daniel Olavaza and Scott Mayes to ServiceNow Fundamental Virtual Training; cost of \$4,728 (Clerk's Misc. File No. 20190931)
3. OSU Extension:
  - a. Charlie Amos to training on 10/30/19 in Stillwater, OK; cost of \$75 (Clerk's Misc. File No. 20190932)
  - b. Charlie Amos to 4-H Training on 11/19/19 in Shawnee, OK; cost of \$100 (Clerk's Misc. File No. 20190933)
  - c. Brian Jervis to Campus Meeting on 10/29/19 in Stillwater, OK; cost of \$78 (Clerk's Misc. File No. 20190934)
4. Parks - 16 Parks Employees to Annual Turfgrass Conference and Trade Show from 11/19-20/19 in Owasso, OK; cost of \$2,480 (Clerk's Misc. File No. 20190935)
5. Social Services - Michele Kidd to Professional Staff CPR certification on 11/23/19 in Tulsa, OK; cost of \$97 (Clerk's Misc. File No. 20190936)

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

M. Personnel Actions:

1. Court Services (Clerk's Misc. File No. 20190937)
2. Election Board (Clerk's Misc. File No. 20190938)
3. Parks (Clerk's Misc. File No. 20190939)

Motion made by Stan Saltee, seconded by John Fothergill, to approve the Personnel Actions. Upon roll call, Yes - Stan Saltee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

N. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20190940)

Motion made by Stan Saltee, seconded by John Fothergill, to accept and file the Juvenile Bureau Personnel Actions. Upon roll call, Yes - Stan Saltee, John Fothergill, Ron Peters. No - None. Abstain - None. Motion carried.

O. CC Health Department Documents to Accept & File:

1. Agreements:
  - a. KONE, Inc. - for elevator maintenance for JGHC from 7/1/19 to 6/30/20; cost of \$2,100/yr. + monitoring fee (Clerk's Misc. File No. 20190941)
  - b. KONE, Inc. - for elevator maintenance for CRHC from 7/1/19 to 6/30/20; cost of \$2,100/yr. + monitoring fee (Clerk's Misc. File No. 20190942)

- c. Stericycle, Inc. - for disposal of biomedical waste - 2 box minimum from 7/1/19 to 6/30/20; cost of \$27.81/box + fuel charge (no waste fee = \$65) (Clerk's Misc. File No. 20190943)
2. Personnel Actions (Clerk's Misc. File No. 20190944)
3. Travel/Training - Clara Acosta-Willis to HARVU: Children in the Midst of Natural and Man-Made Disaster from 10/24-25/19 in Tulsa, OK; cost of \$36 (Clerk's Misc. File No. 20190945)

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

P. Claims to be Disallowed (payments cancelled as of 10/21-25/19)

There were no claims to be disallowed.

Q. Claims (payments for bills to be paid by 10/14-18/19)

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

R. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 10/21-25/19

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

BOARD OF COUNTY COMMISSIONERS

Karen Keith, Chairman

ATTEST: