

(Agenda of meeting was posted in the central lobby and outside of the Ray Jordan Tulsa County Administration building on September 19, 2019 at 4:37 p.m.)

MINUTES  
Monday, September 23, 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 Ron Peters, Commissioner Stan Sallee, 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 September 16, 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. REPORTS

A. Elected Officials:

1. Assessor - Monthly Revolving Fund for 8/19 (Clerk's Misc. File No. 20190611)
2. Court Clerk - Monthly for 8/19 (Clerk's Misc. File No. 20190612)

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

IV. UNFINISHED BUSINESS

A. Bid Awards & Recommendations:

1. TC Departments - Temporary Labor - to Allied Forces Temporary Services, Central Staffing Solutions, Chloeta Fire, LLC, Diskriter, Inc. and S. Kirksey Agency, the bids submitted that met requirements and expectations. This award is for one year beginning 10/3/19 (Clerk's Misc. File No. 20190613)
2. TC Departments - Temporary to Hire Staffing - to 22nd Century Technologies, Inc., Archon Resources, LLC, Chloeta Fire, LLC, Diskriter, Inc., Inceed, LLC, S. Kirksey Agency, The Rowland Group and Tulsa's Green Country Staffing, LLC, the bids submitted that met requirements and expectations. This award is for one year beginning 10/3/19 (Clerk's Misc. File No. 20190614)

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

B. Addendums:

1. Board of County Commissioners - #2 to the Notice to Bidders for Tulsa County HQ Building Access Control & Video Surveillance, set to open on 9/30/19 at 9:30 a.m. with bids to be received by 4:00 p.m. on 9/27/19, to provide responses to vendor-submitted questions and clarifications to specifications (Clerk's Misc. File No. 20190615)

2. Juvenile Bureau - #1 to the Notice to Bidders for the Family Center for Juvenile Justice Visitor Parking Lot, set to open on 10/14/19 at 9:30 a.m. and to be received by 4:00 p.m. on 10/11/19, to provide responses to vendor submitted questions (Clerk's Misc. File No. 20190616)
3. TC Departments - #1 to the Notice to Bidders for Trash Can Liners, set to open 9/30/19 at 9:30 a.m. and to be received by 4:00 p.m. on 9/27/19, to provide answers to vendor questions (Clerk's Misc. File No. 20190617)

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

C. Change Orders - Board of County Commissioners:

1. #1 to the Agreement with Talon Commercial Services, LLC for the Tulsa County "HQ" Administration Building Renovations Bid Package 09C (Painting), CMF #247705, for painting required at the walls for the water fountains and bottle-filling stations added to the scope of work. The contract time is unaffected by this change order. The contract sum will be decreased by \$4,145 with a new total contract sum of \$243,938 (Clerk's Misc. File No. 20190618)
2. #2 to the Bid Award for PDI Door & Hardware, LLC dba Precision Door & Hardware for the Tulsa County "HQ" Administration Building Renovations Bid Package 10A (Toilet Accessories and Fire Extinguishers), CMF# 247245, for two (2) additional fire extinguishers and cabinets on the 2nd floor and one (1) on the 7th floor as required by the State Fire Marshal. The contract sum will be increased by \$1,223 with a new total contract sum of \$37,101. (Clerk's Misc. File No. 20190619)
3. #3 to the Agreement with Colburn Electric, LLC for the Tulsa County "HQ" Administration Building Renovations Bid Package 26A (Electrical), CMF# 247582, for the electrical work required for water fountains and bottle-filling stations added to the scope of work. The contract time is unaffected by this change order. The contract sum will be increased by \$15,951 with a new total contract sum of \$2,913,330. (Clerk's Misc. File No. 20190620)
4. #3 to the Agreement with Talon Commercial Services, LLC for the Tulsa County "HQ" Administration Building Renovations Bid Package 09A (Drywall), CMF #248061, for replacement of a column in room 407, addition of a chase wall in room 207 and the drywall work required for the addition of water fountains and bottle-filling stations. The contract time is unaffected by this change order. The contract sum will be increased by \$7,145 with a new total contract sum of \$2,127,604. (Clerk's Misc. File No. 20190621)
5. #4 to the Agreement with Platinum Mechanical, LLC for the Tulsa County "HQ" Administration Building Renovations Bid Package 23A (Mechanical), CMF #247946, for the addition of water fountains and bottle-filling stations. The contract time is unaffected by this change order. The contract sum will be increased by \$47,914 with a new total contract sum of \$4,065,455. (Clerk's Misc. File No. 20190622)

6. #12 to the Agreement with Crossland Construction Company, Inc. for the Construction of the Family Center for Juvenile Justice, CMF #244492, for additional power at data racks, Easton breaker changes, elevator high water alarm, sleeping room framing, sleeping room finishes, sleeping room intercoms, thermostat relocation, glazing in fire rated doors and security shop pre-test credit. The contract sum will increase by \$599,133.50 with a new total contract sum of \$30,977,918.49. (Clerk's Misc. File No. 20190623)

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.

## V. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 9/30/19 (Clerk's Misc. File No. 20190624)

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. Documents for Sale of County Property - (Treasurer) - Parcel #31750-92-04-07900, LT 9 BLK 4, PARK VIEW PLACE, to Glenn Dale Bailey Jr, for the sum of \$500 the highest competitive bid, plus any additional and separate charge for apportioned cost of \$134.81, total paid \$634.81 (Clerk's Misc. File No. 20190625)

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.

- C. Requests for Approval:

1. Board of County Commissioners - Consider and take action on the approval or disapproval of a certain forms of Agreements presented to this meeting in connection with Vision 2025, authorizing the Chairman upon advice of counsel to make changes to the forms of such Agreements and to execute and deliver this Agreement and all documents and agreements as may be necessary or required:
  - a. Second Amendment to Capital Improvements Agreement by and between the Board of County Commissioners of Tulsa County, Oklahoma, and the City of Broken Arrow, Oklahoma (Broken Arrow Rose District Street Improvement Project) (Clerk's Misc. File No. 20190626)
  - b. Second Amendment to Capital Improvements Agreement by and between the Board of County Commissioners of Tulsa County, Oklahoma, and the City of Broken Arrow, Oklahoma (Broken Arrow Creative Arts Center-Rose District Project) (Clerk's Misc. File No. 20190627)

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

2. Parks - for Transfer of Four 2 Fix II Funds from Chandler Park Shelter to Chandler Park Splash Pad in the Amount of \$2,097.92 (Clerk's Misc. File No. 20190628)

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

3. Social Services - to Accept Donations from Community Food Bank; various nursing homes; and various individuals of food; medications; and various items for 8/19 (Clerk's Misc. File No. 20190629)

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.

D. Resolutions:

1. Tulsa County Industrial Authority - Consider and Adopt a Resolution Relating to the Incurring of Indebtedness by the Trustees of the Tulsa County Industrial Authority; Waiving Competitive Bidding and Authorizing the Sale of the Bonds at a Discount; Approving a Projects Agreement and Such Other Documents as may be Necessary or Required (Clerk's Misc. File No. 20190630)
2. Tulsa County Public Facilities Authority - Consider and Adopt a Resolution Relating to the Incurring of Indebtedness by the Trustees of the Tulsa County Public Facilities Authority; Authorizing the Sale of Obligations; Waiving Competitive Bidding with Respect thereto and Related Matters (Clerk's Misc. File No. 20190631)

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.

E. Agreements:

1. Assessor:
  - a. Cox Media Group, Inc. - for Booth Rental at the 2020 Green Country Home and Garden Show from 1/24-26/20 at the Exchange Center at the Tulsa State Fairgrounds; cost of \$3,270 (Clerk's Misc. File No. 20190632)
  - b. L & L Exhibition Management, Inc. - for Booth Rental at the Remodel and Landscape Show from 2/21-23/20 at the Cox Business Center; cost of \$475 (Clerk's Misc. File No. 20190633)
  - c. OMECorp - for Maintenance of Copier Equipment, Model #IN700 Serial #RC1709242753; annual fee of \$779 (Clerk's Misc. File No. 20190634)

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. Board of County Commissioners - INCOG - for Update to the Tulsa County Multi-Hazard Mitigation Plan for FY 2019-2020 (Clerk's Misc. File No. 20190635)

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 - State of Oklahoma Office of Juvenile Affairs - for the FY2020 Contract Renewal of the FY2019 Regional Secure Detention Contract (Clerk's Misc. File No. 20190636)

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.

4. Parks - North American Tennis Championship Tournament dba Pan American Championships - for the ITA Women's All American Championship Tournament at the Case Tennis Center at LaFortune Park from 10/4-11/19 from 8:00 a.m. to 9:00 p.m.; fee of \$500 per day (Clerk's Misc. File No. 20190637)

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

- F. Agreement Renewal - (Sheriff) - Housing Authority of the City of Tulsa - for renewal of CMF #246631 for FY 2019-2020 (Clerk's Misc. File No. 20190638)

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

- G. Inventory Resolution - Building Operations - Surplus (Clerk's Misc. File No. 20190639)

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

- H. Sole Sources:

1. CC Health - Sonova USA, Inc. - for the Phonak Roger Products, Phonak Hearing Systems and Roger Soundfield Equipment used by hearing impaired children in various educational settings (Clerk's Misc. File No. 20190640)
2. Highways - Roberts Truck Center of Oklahoma dba Summit Truck Group of Tulsa - for International Parts and Service (Clerk's Misc. File No. 20190641)
3. Parks - Berry Companies dba White Star Machinery, Inc. - for Bobcat equipment, parts and service (Clerk's Misc. File No. 20190642)
4. Purchasing - State of Kansas-Kansas Highway Patrol - The Tulsa County Purchasing Department has advertised the Four (4) or More Used Dodge Charger Pursuit AWD Vehicles bid twice and the Kansas Highway Patrol is the only vendor to respond. This sole source designation is effective from 9/23/19 to 9/22/20. (Clerk's Misc. File No. 20190643)

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

- I. Travel/Training:

1. Board of County Commissioners:
  - a. Mike Craddock to Association of County Commissioners of Oklahoma (ACCO) Fall Conference from 11/13-14/19 in Norman, OK; cost of \$454.74 (Clerk's Misc. File No. 20190644)
  - b. John Fothergill to Association of County Commissioners of Oklahoma (ACCO) Fall Conference from 11/13-14/19 in Norman, OK; cost of \$373.40 (Clerk's Misc. File No. 20190645)
2. Inspections - Teresa Tosh to 2019 Annual Oklahoma Floodplain Association Yearly Conference from 9/16-18/19 in Durant, OK; cost of \$500 (Clerk's Misc. File No. 20190646)

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

- J. Personnel Actions:

1. Administrative Services (Clerk's Misc. File No. 20190647)

2. Court Services (Clerk's Misc. File No. 20190648)
3. Highways (Clerk's Misc. File No. 20190649)
4. Inspections (Clerk's Misc. File No. 20190650)
5. Parks (Clerk's Misc. File No. 20190651)

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

K. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20190652)

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

L. CC Health Department Documents to Accept & File:

1. Personnel Actions (Clerk's Misc. File No. 20190653)
2. Travel/Training - DeBrena Hilton attended FDA SW Food Safety Conference from 8/17-21/19 in Salt Lake City, UT; cost of \$1,831; Heaven Kupiec attended Records Consultant Meeting from 9/5-6/19 in OKC, OK; cost of \$336.36; Kyla Pfannenstiel attended Gold Learning Tongue Tie Symposium from 9/16-17/19 online; cost of \$170; Cathleen Sullivan attended Nurse Family Partnership 2019 National Symposium from 9/16-18/19 in Nashville, TN; cost of \$1,716.72; Juanakee Burris to Peer Counseling: A Journey Together Training for WIC Peer Counselors from 10/1-4/19 in OKC, OK; cost of \$684; Amanda Burgan to Zero to Three Annual Conference from 10/1-5/19 in Ft. Lauderdale, FL; cost of \$2,189; Heaven Kupiec to Records Consultant Meeting from 10/3-4/19 in OKC, OK; cost of \$336.36; Kathleen Turner to OSHA Annual Conference on 10/4/19 in OKC, OK; cost of \$256; Byron Dixon, Christina Edmonds, and Denise Gilton to National Healthy Start Association Conference from 10/19-23/19 in Washington DC; cost of \$8,651.40; Karri Geisinger-Hamilton and Kathleen Turner to Facilitating Attuned Interactions on 10/22/19 in Yukon, OK; cost of \$492.20; Rosa Tavizon to NIMS ICS 400 Advanced Incident Command System from 11/6-7/19 in Stillwater, OK; cost of \$308 (Clerk's Misc. File No. 20190654)

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

M. Claims to be Disallowed (payments cancelled as of 9/16-20/19)

There were no claims to be disallowed.

N. Claims (payments for bills to be paid by 9/9-13/19)

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.

O. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 9/16-20/19

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.

## VI. 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.

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

BOARD OF COUNTY COMMISSIONERS

Karen Keith, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk