

(Agenda of meeting was posted in the central lobby and outside of the Ray Jordan Tulsa County Administration building on August 29, 2019 at 3:55 p.m.)

MINUTES

Tuesday, September 3, 2019

I. CALL TO ORDER

The Board of County Commissioners (BOCC) met at the hour of 8:30 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 8:33 a.m. and the following business was transacted:

II. PLEDGE OF ALLEGIANCE

Chief Deputy Mike Craddock led the Pledge of Allegiance.

III. MINUTES

A. Management Conference Meeting of August 8, 2019

B. Board of County Commissioner's Meeting of August 26, 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.

IV. UNFINISHED BUSINESS

- A. Bid Award - (Highways) - Traffic Paint - to Ozark Materials, LLC, the lowest bid received. This award is for one year beginning 9/9/19 (Clerk's Misc. File No. 20190448)
- B. Addendum #1 - (Sheriff) - to the Notice to Bidders for Four (4) or more Used 2017, 2018, 2019 and 2020 Dodge Charger Pursuit AWD Vehicles, set to open on 9/9/19 at 9:30 a.m. and to be received by 4:00 p.m. on 9/6/19, to provide responses to vendor submitted questions (Clerk's Misc. File No. 20190449)
- C. Amendment #1 - (TC Departments) - to Extend the Bid Award for Inspections of Fire Alarms and Sprinkler Systems to Cherokee Fire Protection Pro, LLC, CMF #245964, for one year beginning 9/20/19 with no changes to pricing or terms of the bid (Clerk's Misc. File No. 20190450)
- D. Amendment #2 - (Sheriff) - to the Award for Inmate Clothing, Uniforms, Linens, and Bedding to Bob Barker Company, Inc., and Victory Supply, LLC, CMF #248040. The Tulsa County Purchasing Department was notified of a clerical error which produced a cost increase with the pricing of the men's boxers and as a result, the men's boxers portion of the bid was erroneously awarded to the Bob Barker Company. The Purchasing Department's error and the cost increase caused the Bob Barker Company to no longer be the low bidder for these items. The Tulsa County Purchasing Department request to rescind this portion of the bid from the Bob Barker Company and award to Victory Supply, the lowest bidder for these items. Victory Supply has agreed to honor their original bid pricing. (Clerk's Misc. File No. 20190451)

- E. Amendment #3 - (Assessor) - to Extend the Award for Production, Printing, Imaging and Mailing of Forms and Envelopes to Automated Mail Service, CMF #239468, to extend the award for one year beginning 11/6/19 with no changes to pricing or conditions (Clerk's Misc. File No. 20190452)
- F. Change Orders - Board of County Commissioners:
 - 1. #1 - to the Agreement with Apax Glass, Inc., for the Tulsa County "HQ" Administration Building Renovations bid package 08E (Aluminum and Glazing), CMF #247995, for door changes for rooms 415 & 418 (4th floor) and the addition of a window at the south end of room 415. The contract time is unaffected by this change order. The contract sum will be increased by \$552 with a new total contract sum of \$1,038,092 (Clerk's Misc. File No. 20190453)
 - 2. #1 - to the Bid Award to 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 four (4) additional fire extinguishers and cabinets on the 1st floor. The contract sum will be increased by \$1,631 with a new total contract sum of \$35,878 (Clerk's Misc. File No. 20190454)
 - 3. #2 - to the Agreement with Platinum Mechanical, LLC for the Tulsa County "HQ" Administration Building Renovations bid package 23A (Mechanical), CMF #247946, for the replacement of deteriorating iron piping, water testing for lead, and re-routing of ductwork on the 3rd and 6th floors. The contract time is unaffected by this change order. The contract sum will be increased by \$21,526 with a new total contract sum of \$3,969,003 (Clerk's Misc. File No. 20190455)

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.

V. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes - for week ending 9/9/19 (Clerk's Misc. File No. 20190456)

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. Appointment - (Commissioner Keith) - Thomas Bennett to the Tulsa County Park Board effective 8/20/19, replacing Raymond Ed Wilson who resigned (Clerk's Misc. File No. 20190457)

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

- C. Memorandums of Understanding:

- 1. Board of County Commissioners - City of Tulsa - Designating a Fiscal Agent and Allocation for the Edward Byrne Memorial Justice Assistance Grant (JAG) Funds as Required by the Granting Entity, the United States Department of Justice. The County will receive \$22,475 of JAG funds and the City of Tulsa will receive \$339,227 of the federal grant award and all interest earned by the BJA FY 19 JAG award (Clerk's Misc. File No. 20190458)

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. Sheriff - INCOG - to Assist Tulsa County in Providing Accurate 9-1-1 Call Locations for its Citizens for FY 2019-2020; cost of \$36,904.35 (Clerk's Misc. File No. 20190459)

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.

D. Requests for Approval:

1. Building Operations - Release of All Claims for a Tort Claim Filed Against the City of Tulsa for Damaged County Property. The City will compensate the County in the amount of \$897.09 for the damages sustained to a TCSO patrol vehicle when it was inadvertently backed into when parked by a City of Tulsa officer in his patrol vehicle on 2/6/2019 (Clerk's Misc. File No. 20190460)

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. Tulsa Area Emergency Management Agency (TAEMA) - City of Tulsa/Tulsa County Emergency Operations Plan dated 9/3/19, details available for review in the Office of the County Clerk and TAEMA office (Clerk's Misc. File No. 20190461)

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.

- E. Resolution - (IT) - Vision Tulsa Capital Improvements Program - Funding of Court House and Ray Jordan Tulsa County Administration Building Camera Cabling, for distribution of sales tax proceeds for installation of cabling and related infrastructure necessary for the installation of IP cameras in designated areas of the Court House and Ray Jordan Building(s) in the total amount of \$100,000 (Clerk's Misc. File No. 20190462)

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.

F. Agreements:

1. Parks:

- a. Independent School District No. 1 aka NOAH - for Use of O'Brien Park Football Fields from 8/17/19 to 11/15/19; fee of \$15 per event without lights and \$20 per event with lights (Clerk's Misc. File No. 20190463)
- b. Runners World Tulsa - for Zombie Outbreak 5k at Chandler Park on 9/7/19 from 4:30 a.m. to 8:30 p.m.; fee of \$225 (Clerk's Misc. File No. 20190464)

Motion made by Stan Sallee, seconded by Karen Keith, 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. Sheriff:

- a. Cox Oklahoma Telcom, LLC dba Cox Communications - for E-911 Service for FY 2019-2020 (Clerk's Misc. File No. 20190465)
- b. Norman Wohlgemuth Chandler Jeter Barnett & Ray, P.C. - for Legal Representation in Case No. 19-CV-419-JED-JFJ, *O'Rourke v. Parker, et al.*, pending in the Northern District of Oklahoma; rates of \$275 per hour for Joel Wohlgemuth, \$225 per hour for Jo Lynn Jeter and David Ross, \$185 per hour for associate attorneys and \$65 per hour for paralegals (Clerk's Misc. File No. 20190466)

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. Requests to Advertise for Bids - TC Departments:

1. Paperstock for Printing (Clerk's Misc. File No. 20190467)
2. Trash Can Liners (Clerk's Misc. File No. 20190468)

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

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

H. Inventory Resolutions:

1. Assessor - Remove from Capital Inventory (Clerk's Misc. File No. 20190469)
2. Building Operations - Surplus (Clerk's Misc. File No. 20190470)
3. Highways:
 - a. Surplus to the City of Tulsa Street Maintenance Department (Clerk's Misc. File No. 20190471)
 - b. Sold to Yaffe Metals for Scrap Metal (Clerk's Misc. File No. 20190472)

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.

I. Sole Sources:

1. Building Operations - Boone & Boone Sales, Inc. - for Bell and Gossett/Domestic Pump products, parts and service (Clerk's Misc. File No. 20190473)
2. CC Health - SMC Direct - for RefuAH Pregnancy Tests (Clerk's Misc. File No. 20190474)
3. Sheriff - Environmental Systems Research Institute, Inc. (Esri) - for Esri Map products and licenses required to integrate with GST Crimemap Pro Software to track criminals (Clerk's Misc. File No. 20190475)

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. Utility Permit - (Engineers) - Washington County RWD #3 - to cross N. Peoria Ave. +/- 1/4 mile South of the 176th St. N. & N. Peoria Intersection and further described as NE/C of Section 12, Township 22N, Range 12E by boring for 3/4 inch line with 1" casing (Clerk's Misc. File No. 20190476)

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 - Human Resources - for increase of amount for Kathy Burrows to attend 2019 Workday Rising Conference from 10/14-17/19; corrected from CMF #20190302; new total of \$2,296 (Clerk's Misc. File No. 20190477)

Motion made by Ron Peters, seconded by Stan Sallee, to approve the Travel/Training Request. 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. 20190478)
2. Election Board (Clerk's Misc. File No. 20190479)
3. Engineers (Clerk's Misc. File No. 20190480)
4. Highways (Clerk's Misc. File No. 20190481)
5. Parks (Clerk's Misc. File No. 20190482)

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. 20190483)
Motion made by Ron Peters, seconded by Stan Sallee, 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.

N. CC Health Department Documents to Accept & File:

1. Agreements:

- a. Life's Vintage Newsmagazine - for quarter page ads in three issues of Vintage Magazine for Prescription Drug Abuse Prevention Campaign from 10/1/19 to 4/30/20; cost of \$833 each issue Total \$2,499 (Clerk's Misc. File No. 20190484)
- b. Golden Hurricane Sports Properties, LLC - for sponsorship banners, digital and traditional for TU-OSU game – Prescription Drug Abuse Prevention Campaign from 8/26/19 to 10/31/19; cost of \$2,499 (Clerk's Misc. File No. 20190485)
- c. Teledyne Tekmar d/b/a Teledyne Instruments, Inc. - for service agreement for Merc Analyzer, Hydra II AA for THD Lab from 9/27/19 to 9/26/20; cost of \$4,810 (Clerk's Misc. File No. 20190486)
- d. Dr. Jon Calvert - for dysplasia and STD clinic physician services from 7/1/19 to 6/30/20; cost of \$700/day \$16,800/max. for dysplasia/gynecologic services; \$25,200 max for STD Clinic; \$42,000 Total (Clerk's Misc. File No. 20190487)

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

2. Personnel Actions (Clerk's Misc. File No. 20190488)
3. Travel/Training - DeBrena Hilton to Oklahoma Society of Environmental Health Professionals from 9/5-6/19 in Norman, OK; cost of \$297; Monica Rogers to QualTech on 9/26/19 in Tulsa, OK; cost of \$231.96; Ashley Thompson to The Center Experience @ The Center for Individuals with Physical Challenges on 10/4/19 in Tulsa, OK; cost of \$500; Ashley Cutright and Bridget Parra attended Oklahoma Association for Health Physical Education Recreation and Dance Annual Convention on 7/26/19 in Tulsa, OK; cost of \$503.68; Tou Yang to course; Bioremediation for Environmental Managers, OSU, Fall 2019, at an estimated cost of \$1,110; Lourdes Gil-Arechaga to courses; Introduction to Counseling, Adulthood & Aging, Family Dynamics & Structure, Data Analysis Method, SNU, fall 2019; cost of \$2,500 (Clerk's Misc. File No. 20190489)

Motion made by Ron Peters, seconded by Stan Sallee, to accept and file the CC Health Personnel Actions and Travel/Training. 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 8/26-30/19)

There were no claims to be disallowed.

P. Claims (payments for bills to be paid by 8/19-23/19)

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.

Q. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 8/26-30/19

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.

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 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