

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on September 2, 2021 at 4:49 p.m.)

MINUTES
Tuesday, September 7, 2021

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

Stan Sallee, Chairman, called the meeting to order at 8:35 a.m., and the following business was transacted:

II. PLEDGE OF ALLEGIANCE

Sheriff Regalado led the Pledge of Allegiance.

III. 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.

IV. MINUTES

A. Board of County Commissioner's Meeting of August 30, 2021

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

V. UNFINISHED BUSINESS

A. Bid Awards & Recommendations:

1. Sheriff - Inmate E-Cigarettes - to Custom Technologies, LLC. This award is for one year beginning 9/7/2021 (Clerk's Misc. File No. 20212006)
2. TC Departments - Paper Products - to Advanced Industrial Solutions, the lowest and best bid received. This award is for one year beginning 9/7/2021 (Clerk's Misc. File No. 20212007)

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

B. Addendums

1. Sheriff - #1 the Notice to Bidders for the David L. Moss Criminal Justice Center Roof Replacement set to open on 10/4/2021, to provide response to a vendor-submitted substitution request (Clerk's Misc. File No. 20212008)
2. TC Departments - #1 to the notice to bidders for Trash Can Liners set to open on 9/13/2021, to provide revised conditions and specifications noting a change in the contract period (Clerk's Misc. File No. 20212009)

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

- C. Amendment - (INCOG) - to the EDA Financial Award for Pump Station Repair Project (EDA # 08-79-05368) from the U.S. Department of Commerce, CMF #20201026, to accept the amended scope of work and approve the authorized recipient to sign Form CD-451, EDA Amendment to Financial Assistance Award (Clerk's Misc. File No. 20212010)

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

D. Change Orders - Board of County Commissioners:

1. #1 to the agreement with AAA Glass & Mirror of Oklahoma, LLC for the Tulsa County Ray Jordan Administration Building Renovations bid package 08-02-C (Storefronts, Glass and Glazing), CMF# 20210481, to modify the partition glass in the jury room waiting area from 1/4" to 3/8" thickness. The contract sum will be increased in the amount of \$3,545.60 for a revised total contract sum of \$165,245.60 (Clerk's Misc. File No. 20212011)
2. #1 to the agreement with Lighthouse Electric, LLC for the Tulsa County Ray Jordan Administration Building Renovations bid package 26-01-C (Electrical and Fire Alarm), CMF# 20210110, to add a light switch and emergency light fixture to room 131. The contract sum will be increased in the amount of \$744.70 for a revised total contract sum of \$445,814.70 (Clerk's Misc. File No. 20212012)
3. #2 to the agreement with Lighthouse Electric, LLC for the Tulsa County Ray Jordan Administration Building Renovations bid package 26-01-C (Electrical and Fire Alarm), CMF# 20210110, to replace the duplex receptacle in room 132 and relocate the duplex receptacle and add a data rough-in in room 121. The contract sum will be increased in the amount of \$517 for a revised total contract sum of \$446,331.70 (Clerk's Misc. File No. 20212013)
4. #3 to the agreement with Lighthouse Electric, LLC for the Tulsa County Ray Jordan Administration Building Renovations bid package 26-01-C (Electrical and Fire Alarm), CMF# 20210110, to add data rough-ins to rooms 131, 132, and 355. The contract sum will be increased in the amount of \$643.50 for a revised total contract sum of \$446,975.20 (Clerk's Misc. File No. 20212014)
5. #4 to the agreement with Lighthouse Electric, LLC for the Tulsa County Ray Jordan Administration Building Renovations bid package 26-01-C (Electrical and Fire Alarm), CMF# 20210110, to add quad receptacles and data rough-ins to rooms 185, 188, 189, and 194. The contract sum will be increased in the amount of \$1,215 for a revised total contract sum of \$448,190.20 (Clerk's Misc. File No. 20212015)
6. #5 to the agreement with Lighthouse Electric, LLC for the Tulsa County Ray Jordan Administration Building Renovations bid package 26-01-C (Electrical and Fire Alarm), CMF# 20210110, to add quad receptacles and data rough-ins to rooms 140, 141, 142, and 143. The contract sum will be increased in the amount of \$1,055 for a revised total contract sum of \$449,245.20 (Clerk's Misc. File No. 20212016)

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

- E. Public Hearing - (INCOG) - to inform citizens of how Tulsa County HOME Consortium and the CDBG Urban County Program funds were spent in cities and counties within the program service areas (Clerk's Misc. File No. 20212017)

Motion made by Ron Peters, seconded by Karen Keith, to enter into public hearing at 8:38 a.m. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Claudia Brierre, Community & Economic Development Planner with INCOG, reported that in FY 2020 the HOME Consortium expended \$399,708.55, Urban County expended \$1,699,091.49 in CDBG funds, and CDBG CV funds in the amount of \$582,261.01 were expended from the Department of Housing and Urban Development. There were no members of the public who wished to speak.

Motion made by Karen Keith, seconded by Ron Peters, to close the public hearing at 8:43 a.m. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

VI. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 9/13/2021 (Clerk's Misc. File No. 20212018)

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

- B. Requests for Approval

1. Administrative Services - Forms: Creation & Control Policy, TCP 900 - establishing policies for the creation and control of Tulsa County forms (Clerk's Misc. File No. 20212019)
2. Engineers:
 - a. to declare six concrete panels, associated bolts and hardware as surplus so that they can be sold and removed from the right-of-way. The panels were removed and placed in the right-of-way as a part of the 49th West Ave. & Southwest Blvd. Railroad Spur removal project (Clerk's Misc. File No. 20212020)
 - b. to rescind the resolution designating Roger Hughes as Receiving Officer replacing Harry Creech approved on 8/2/2021, CMF #20211746 (Clerk's Misc. File No. 20212021)
3. Human Resources:
 - a. Performance Recognition Awards Program, TCP 033 - establishing policies for presenting employees and volunteers of Tulsa County with awards in recognition of, and as an incentive to achieve, consistently high levels of service and performance (Clerk's Misc. File No. 20212022)
 - b. Paid Holidays for Full-Time Regular Employees, TCP 127 - establishing policies for paid holidays available to full-time regular Tulsa County employees (Clerk's Misc. File No. 20212023)
4. INCOG - Action #1 - to designate the Tulsa County's Chief Executive Officer, the Chairperson, the certifying officer under the National Environmental Policy Act of 1969 to assume overall responsibility for the environmental review process, including signing required certifications. Action #2 - to make a finding of no significant impact on the environment on the following project: City of Sand Springs FY2021 - Lincoln Water Line Replacement Phase III (Clerk's Misc. File No. 20212024)
5. Tulsa Area Emergency Management Agency (TAEMA) - City of Tulsa/Tulsa County Emergency Operations Plan dated 9/6/2021 (Clerk's Misc. File No. 20212025)

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

C. Resolutions

1. Board of County Commissioners - Approving that Tulsa County be included in the service area expansion application under the Alternative Site Framework, to be submitted by Foreign-Trade Zone No. 53 to the Foreign-Trade Zone Board (Clerk's Misc. File No. 20212026)
2. Engineers - to designate Roger Hughes as Requisitioning Officer replacing Harry Creech (Clerk's Misc. File No. 20212027)

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

D. Agreements

1. Administrative Services - Heidelberg USA:
 - a. for remote diagnostics, support and software upgrades for the Prinect Site (serial number PN_PS00002277) for FY 2021-2022; cost of \$411.55/mo. (Clerk's Misc. File No. 20212028)
 - b. for remote diagnostics, support, parts and repair for the Suprasetter A75 (serial number PJ000833) for FY 2021-2022; cost of \$906/mo. (Clerk's Misc. File No. 20212029)
2. Court Services - Think Healthy Systems, a division of JD Young - for rental of one model PW1R water filtration system with service and filters to be located at 500 S. Denver Ave., Ste. B3, Tulsa, OK 74103; cost of \$46.95/mo. (Clerk's Misc. File No. 20212030)
3. Highway Construction - Think Healthy Systems, a division of JD Young - for rental of one model PW1R water filtration system with service and filters to be located at 6601 N. 115th E. Ave., Owasso, OK 74055; cost of \$46.95/mo. (Clerk's Misc. File No. 20212031)
4. Parks:
 - a. Toy Train Operating Society, Inc. - for use of the Bixby Community Center for a toy train show from 10/8-9/2021 from 6:00 a.m. to 5:00 p.m.; fee of \$930 (Clerk's Misc. File No. 20212032)
 - b. Tulsa Eagles Training - for the use of Chandler Park for a cross country race on 9/30/2021 from 3:00 p.m. to 7:30 p.m.; fee of \$112.50 + \$50 deposit (Clerk's Misc. File No. 20212033)
 - c. Tulsa Sports & Events, Inc. - for use of the Haikey Creek Park Soccer Fields for a flag football league from 8/26/2021 through 6/30/2022; fee of \$10.00/hour per field (Clerk's Misc. File No. 20212034)

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

E. Inventory Resolutions

1. Building Operations - Surplus - Multiple Vehicles (Clerk's Misc. File No. 20212035)
2. Engineers - Transferred to Highway District 3 - Bobcat Welder and Trailer for Welder (Clerk's Misc. File No. 20212036)

3. Highway District 1:

- a. Sold - Multiple Misc. Items (Clerk's Misc. File No. 20212037)
- b. Stolen - Stihl Pole Saw, Wacker Neuson Rammer and Concrete Saw (Clerk's Misc. File No. 20212038)
- c. Transferred to Highway Construction - Air Compressor and Triangle Tool Box (Clerk's Misc. File No. 20212039)

4. Highway District 3 - Sold - Gradall Excavator (Clerk's Misc. File No. 20212040)

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

F. Utility Permit - (Engineers) - RWD #6, Okmulgee County - to cross 161st St. S. approximately .45 miles E. of Harvard Ave. (Clerk's Misc. File No. 20212041)

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

G. Travel/Training - (Parks) - Vince Trinidad to tour and meet with Oklahoma City Golf Course officials on 9/10/2021 (Clerk's Misc. File No. 20212042)

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

H. CC Health Department Documents to Accept & File

1. Agreements

- a. Teledyne Instruments, Inc. - for Hydra II mercury analyzer service agreement from 9/27/2021 to 9/26/2022; cost of \$5,974.00/yr. (Clerk's Misc. File No. 20212043)
- b. Write On Fundraising - for grant writing service agreement from 8/1/2021 to 7/31/2022; cost of \$3,000 for 40 hours, \$75/hr. for any work beyond 40 hours (Clerk's Misc. File No. 20212044)
- c. St. John Health System, Inc. - for 'Take Charge!' program agreement for breast and cervical cancer screening from 7/1/2021 to 6/30/2022; cost not to exceed \$12,000 (Clerk's Misc. File No. 20212045)
- d. ImageNet Consulting, LLC - for renewal of equipment lease for 13 Canon copiers, CMF #247848, from 7/1/2021 to 6/30/2022; cost of \$1,592.50/mo. (Clerk's Misc. File No. 20212046)
- e. Tulsa Emergency Medical Center, Inc. dba Access Medical Center, NextCare - for Covid-19 test kits and testing services agreement from 8/1/2021 to 9/25/2021; cost of \$200 per test (Clerk's Misc. File No. 20212047)
- f. The Leadership Consultancy, Inc. - for consultancy service agreement to develop a Plan-to-Plan for the THD strategic planning process from 9/7/2021 to 9/30/2021; cost not to exceed \$2,500 (Clerk's Misc. File No. 20212048)
- g. Jenkins Consulting Group LLC - for consultancy service agreement to develop a Plan-to-Plan for the THD strategic planning process from 9/7/2021 to 9/30/2021; cost not to exceed \$2,500 (Clerk's Misc. File No. 20212049)

2. Travel/Training (Clerk's Misc. File No. 20212050)

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

I. Claims to be Disallowed (payments cancelled as of 8/30-9/3/2021)

1. PO #2116918, Vendor: Baker, Calvin; Warrant #500043760; Amount Paid \$11.34 (Clerk's Misc. File No. 20212051)
2. PO #2116923; Vendor: Sanchez, Joaquin; Warrant #500043944; Amount Paid \$14.03 (Clerk's Misc. File No. 20212052)
3. PO #2116926, Vendor: Teasley, Jenice; Warrant #500043971; Amount Paid \$15.54 (Clerk's Misc. File No. 20212053)
4. PO #2200346; Vendor: Hyatt Hotels Corporation; Warrant #500045858; Amount Paid \$700.83 (Clerk's Misc. File No. 20212054)

Motion made by Ron Peters, seconded by Karen Keith, to cancel and disallow the purchase orders. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

J. Claims (payments for bills to be paid by 8/23-27/2021)

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

K. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 8/30-9/3/2021

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

L. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20212055)
2. Vision Tulsa County (Clerk's Misc. File No. 20212056)

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

M. 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.

- N. Discussion and possible action approving the appropriation and use of funds received from the U.S. Department of Treasury under the "Coronavirus Aid, Relief, and Economic Security (CARES) Act", the "Coronavirus Response and Relief Supplemental Appropriations Act of 2021", the "Emergency Rental Assistance Program", and/or the "American Rescue Plan Act of 2021" and the "Coronavirus State and Local Fiscal Recovery Fund" contained therein

There were no CARES funding requests.

- O. Executive Session - (District Attorney) - Requested by Nicholas Williams - Pursuant to 25 O.S. § 307(B)(4), I am requesting that this matter be discussed in Executive Session between the Board and its attorney, for the purpose of confidential communications concerning possible official action regarding a pending claim, Tort Claim TC-2021-11: *Nathan Mattox v. Board of County Commissioners of Tulsa County, Oklahoma*, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest

Motion made by Ron Peters, seconded by Karen Keith, to go into Executive Session. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 8:49 a.m.

Motion made by Karen Keith, seconded by Ron Peters, to reconvene the regular meeting at 8:52 a.m. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

P. Discussion and Possible Action Regarding Executive Session Item

Motion made by Karen Keith, seconded by Ron Peters, to deny the claim, to-wit: Tort Claim TC-2021-11: *Nathan Mattox v. Board of County Commissioners of Tulsa County, Oklahoma*. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20212057)

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

BOARD OF COUNTY COMMISSIONERS

Stan Sallee, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk