

(Agenda of meeting was posted on the Tulsa County website at [www.tulsacounty.org](http://www.tulsacounty.org) on September 3, 2020 at 2:55 p.m.)

MINUTES  
Tuesday, September 8, 2020

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

Ron Peters, Chairman, called the meeting to order at 8:30 a.m. and the following business was transacted:

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Deneice Arterburn.

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. 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.

V. MINUTES

A. Board of County Commissioner's Meeting of August 31, 2020

B. Management Conference Meeting Minutes of August 13, 2020

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

VI. UNFINISHED BUSINESS

A. Bid Openings - (Building Operations) - Tulsa County Central Garage Roof Replacement  
No bids were received.

B. Addendum - (Procurement) - #3 to Notice to Bidders for the Tulsa County Sheriff's Office Dispatch Center, set to open on the 9/21/20, to revise Storm and Overhead Doors, answer vendor inquires, and address vendor substitution requests (Clerk's Misc. File No. 20202225)

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

### C. Amendments

1. Board of County Commissioners - #1 to lease agreement with The Center for Housing Solutions, Inc., regarding the former Tulsa County Juvenile Justice Detention Center (Clerk's Misc. File No. 20202226)

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

2. Board of County Commissioners - #1 to the agreement with Tulsa Economic Development Corporation - Deferred

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

3. IT - #1 to the Commercial Services Agreement between IT and Cox Business, CMF# 20202062, to replace the original agreement for PRI lines located at the Family Center for Juvenile Justice, 500 West Archer Street, Tulsa, Oklahoma 74103 (Clerk's Misc. File No. 20202228)

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

4. Juvenile Bureau - #3 to award for Drug Testing for Family Court, CMF #244607, to rescind the award to Drugs of Abuse Testing Laboratory, Inc. due to a fire that destroyed their business. They will not be reopening. The Tulsa County Juvenile Bureau will quote all items from this bid moving forward as it is a service (Clerk's Misc. File No. 20202229)

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

5. TC Departments - #2 to renew the award for Temporary to Hire Staffing, CMF #20190614, for one year, effective October 3, 2020, to 22nd Century Technologies, Inc., Archon Resources, Chloeta Fire, LLC, Diskriter, Inc., Inceed, LLC, Shirley's Employment Services, The Rowland Group and Tulsa's Green Country Staffing, with no changes to the terms of the award (Clerk's Misc. File No. 20202227)

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

### D. Change Orders

1. Board of County Commissioners - #17 to agreement with Talon Commercial Services, LLC for the Tulsa County "HQ" Administration Building Renovations bid package 09A (Drywall), CMF# 248061. This change order is a credit for the overhead and profit from deductive change order 5. The contract sum will be decreased by this change order in the amount of \$242 for a revised total contract sum of \$2,400,353. The contract time is unaffected by this change order (Clerk's Misc. File No. 20202230)

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

2. Highways - #2 to 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 removal and abatement of an abandoned asbestos waterline. There is no change to the contract time. The contract sum will be increased by this change order in the amount of \$17,425.70 of which Tulsa County is responsible for ten percent (10%) per the original agreement (Clerk's Misc. File No. 20202231)

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

## VII. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 9/8/20 (Clerk's Misc. File No. 20202232)

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

- B. Reappointment - (Commissioner Keith) - of Mayor James Spoon to the Tulsa County Criminal Justice Authority, with term to expire 7/31/21 (Clerk's Misc. File No. 20202233)

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

- C. Memorandum of Agreement - Establishing Procedures for Zink Dam Operation by River Parks Authority, Tulsa County and the City of Tulsa - Deferred

Motion made by Stan Sallee, seconded by Karen Keith, to defer the Memorandum of Agreement. Upon roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

- D. Requests for Approval

1. County Clerk - Vision Tulsa Use Tax for security and security equipment for new Tulsa County Administration Building up to \$160,000 (Clerk's Misc. File No. 20202234)
2. Highways - Oklahoma Cooperative Circuit Engineering Districts Board Solid Waste Program
  - a. District #1 - for illegal dump clean up on County road right-of-ways or for trash roll off charges in the amount of \$4,200 (Clerk's Misc. File No. 20202235)
  - b. District #2 - for illegal dump clean up on County road right-of-ways and trash roll off charges in the amount of \$3,000 (Clerk's Misc. File No. 20202236)
  - c. District #2 - to purchase new chainsaws/pole saws in an amount not to exceed \$1,000 to assist in debris clean-up on road right-of-ways (Clerk's Misc. File No. 20202237)
3. Social Services - to accept donations of food, medications and various items (Clerk's Misc. File No. 20202238)

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

- E. Request for Public Hearing - (District Attorney) - on Monday, September 21, 2020 at 9:30 a.m., to consider the proposed change in ownership and control of Woodland Memorial Park cemetery in Sand Springs, Oklahoma from Dillon Family Services, Inc. to Barite Woodland, LLC, and to authorize publication in the Tulsa World (Clerk's Misc. File No. 20202239)

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

- F. Tort Claim - (District Attorney) - TC-2020-10, Claimant: Amanda Shipman for incident on May 13, 2019 in the amount of \$5,500 (Clerk's Misc. File No. 20202240)

Motion made by Karen Keith, seconded by Stan Sallee, to approve the recommendation of the District Attorney for the tort claim. Upon roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion Carried.

- G. Agreements

1. Engineers:
  - a. Public Service Company of Oklahoma (PSO) - for electrical services for FY 2020-2021 (Clerk's Misc. File No. 20202241)

- b. Kenneth Grider IRV Trust - for the purchase of right of way and easements for the roundabout at the intersection of 51st St. and 193rd St., Parcel 3, 3.1, 3.2 in the amount of \$7,500 (Clerk's Misc. File No. 20202242)
2. Human Resources - Tulsa World - for advertising services for employment and recruitment, from 9/15/20-11/15/20 at a cost of \$1,062 per month for each month services are provided and content run (Clerk's Misc. File No. 20202243)
3. Parks - Carbondale Assembly of God - for use of the Haikey Creek Park Pickleball Courts on 9/12/20 (Clerk's Misc. File No. 20202244)
4. Treasurer - Robert Goss - Professional Services for IT Consulting (Clerk's Misc. File No. 20202245)

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

- H. Request to Advertise for Bids - (Highway Districts #1 and #3) - Tulsa County Maintenance Facilities Fueling Stations (Clerk's Misc. File No. 20202246)

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

I. Inventory Resolutions

1. Building Operations - Surplus 2012 Chevy Tahoe 4 x 4 & 2017 Ford Utility Interceptor (Clerk's Misc. File No. 20202247)
2. IT - replaced 3 Juniper AC Airflow Out (Clerk's Misc. File No. 20202248)

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

J. Sole Sources

1. Parks - Berry Companies, dba White Star Machinery, for Bobcat parts, supplies and service (Clerk's Misc. File No. 20202249)
2. Sheriff - International Public Management Association for Human Resources (IPMA-HR) - for testing materials used for entry level and promotions in fire, police, correctional, public safety communicator and clerical/administrative fields (Clerk's Misc. File No. 20202250)

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

K. Utility Permits - Engineers:

1. Creek County RWD #2 - to cross S Lewis Ave. (Clerk's Misc. File No. 20202251)
2. Cushing Connect Pipeline Holdings, LLC
  - a. to cross S. 37th W. Ave. (Clerk's Misc. File No. 20202252)
  - b. cross N. 39100 S. 49th W. Ave. (Clerk's Misc. File No. 20202253)
  - c. cross S. 26th W. Ave. (Clerk's Misc. File No. 20202254)
  - d. to cross S. 29th W. Ave. (Clerk's Misc. File No. 20202255)
  - e. to cross S. 33rd W. Ave. (Clerk's Misc. File No. 20202256)
  - f. to cross S. 41st W. Ave. (Clerk's Misc. File No. 20202257)
  - g. to cross W. 21st St. (Clerk's Misc. File No. 20202258)
3. Okmulgee County RWD #6 - to cross 211th St. S. (Clerk's Misc. File No. 20202259)

4. Oklahoma Natural Gas Company - to parallel S. 177th W. Ave. (Clerk's Misc. File No. 20202260)
5. Washington County RWD #3 - to cross 176th St. N. (Clerk's Misc. File No. 20202261)

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

L. Travel/Training

1. Building Operations:
  - a. Donald Jones and Erik Suazo-Arroyo to virtual training for Level I Thermography from 9/23-25/20; cost of \$3,990 (Clerk's Misc. File No. 20202262)
  - b. Nathan Krotzer, Jeff Dannels and Trever Trout to attend virtual training for Lenel OnGuard Core Hardware Software Certification Course on October 6, 2020; cost of \$7,800 (Clerk's Misc. File No. 20202263)
2. IT - Kyle Freeman to Convergent Technologies OnGuard Hardware and Software Fundamentals (Clerk's Misc. File No. 20202264)
3. OSU Extension - Michelle Bonicelli
  - a. Make it With Wool contest in Okemah, OK on 11/7/20; cost of \$85 (Clerk's Misc. File No. 20202265)
  - b. to OHCE Meeting - 10/9/20 (Clerk's Misc. File No. 20202266)
  - c. to OHCE Meeting - 11/7/20 (Clerk's Misc. File No. 20202267)
  - d. to OHCE Meeting - 11/18/20 (Clerk's Misc. File No. 20202268)
  - e. to OHCE Planning Meeting (Clerk's Misc. File No. 20202269)

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

M. Personnel Actions

1. Court Services (Clerk's Misc. File No. 20202270)
2. Highways (Clerk's Misc. File No. 20202271)
3. HR (Clerk's Misc. File No. 20202272)
4. Parks (Clerk's Misc. File No. 20202273)
5. Social Services (Clerk's Misc. File No. 20202274)

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

N. Juvenile Bureau Documents to Accept & File (Clerk's Misc. File No. 20202275)

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

O. CC Health Department Documents to Accept & File

1. Agreements
  - a. Cox Communications - renewal of CMF #20190387, for CBI, internet, Ethernet and MAPS services for main clinics and Sand Springs for FY2020-2021; cost of \$9,400 (Clerk's Misc. File No. 20202276)
  - b. CoxComm, LLC - for Optical Internet from 3/24/20-3/23/21; cost of \$2,495/mo. (Clerk's Misc. File No. 20202277)

- c. Signal Factory, LLC for Development & Execution of COVID-19 Prevention Multi-Media Campaign. from 8/01/20-12/31/20; cost of \$385,000 + \$15,000 at project completion - (\$400,000 Total) (Clerk's Misc. File No. 20202278)
- d. Multi-Clean Cleaning Service for Cleaning Services at 8414 E. 101st COVID testing Clinic, from 8/01/20-7/31/21; cost of \$525/mo. (Clerk's Misc. File No. 20202279)
- e. Multi-Clean Cleaning Service for Cleaning Services for THD satellite offices from 8/01/20-7/3/21; \$3,800+/mo. plus Add'l charges for extra services as needed (Clerk's Misc. File No. 20202280)

2. Personnel Actions (Clerk's Misc. File No. 20202281)

3. Travel/Training (Clerk's Misc. File No. 20202282)

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

P. Claims to be Disallowed (payments cancelled as of 8/31/20-9/4/20)

There were no claims to be disallowed.

Q. Claims (payments for bills to be paid by 8/24-28/20)

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

R. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 8/31/20-9/4/20

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

S. 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.

T. 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. 20202283)

Motion made by Karen Keith, seconded by Stan Sallee, to defer the Tulsa RESET Non-Profit Grants. Upon roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

Motion made by Karen Keith, seconded by Stan Sallee, to approve the funding requests and the Tulsa RESET Small Business loan applications. Upon roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

U. Executive Session - (District Attorney) - Requested by Douglas Wilson - Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the Board and its attorney for the purpose of confidential communications concerning a pending claim, to-wit: Randle v. City of Tulsa, et al, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest (Clerk's Misc. File No. 20202284)

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

Executive Session commenced at 8:48 a.m.

Motion made by Stan Sallee, seconded by Karen Keith, to reconvene the regular meeting at 8:50 a.m. Upon

roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

V. Discussion and Possible Action Regarding Executive Session Item

Motion made by Karen Keith, seconded by Stan Sallee, to allow the District Attorney's office to hire counsel and proceed as discussed in Executive Session, to-wit: *Randle v. City of Tulsa, et al.*, Case No. CV-2020-1179, pending in the Tulsa County District Court, State of Oklahoma. Upon roll call, Yes - Karen Keith, Stan Sallee, Ron Peters. No - None. Abstain - None. Motion carried.

VIII. ADJOURN

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

BOARD OF COUNTY COMMISSIONERS

Ron Peters, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk