

(Agenda of meeting was posted in the central lobby and outside of the Ray Jordan Tulsa County Administration building on September 5, 2019 at 4:41 p.m.)

MINUTES  
Monday, September 9, 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, Commissioner Ron Peters, Commissioner Karen Keith; Others present: Michael Willis, County Clerk.

Karen Keith, Chairman, called the meeting to order at 9:32 a.m. and the following business was transacted:

II. 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.

III. 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.

IV. MINUTES

A. Board of County Commissioner's Meeting of September 3, 2019

B. Board of County Commissioner's Special Meeting of September 4, 2019

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. REPORTS

A. Elected Official - County Clerk - Monthly for 8/2019 (Clerk's Misc. File No. 20190493)

B. County Department - Election Board - Monthly for 8/2019 (Clerk's Misc. File No. 20190494)

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. UNFINISHED BUSINESS

A. Bid Openings:

1. Sheriff - Four (4) or More Used 2017, 2018, 2019 or 2020 Dodge Charger Pursuit AWD Vehicles

There were no bids received.

2. TC Departments - Automotive Glass Replacement
  - a. Robinson Glass of Tulsa, Inc. - (Clerk's Misc. File No. 20190495)
  - b. Safelite Fulfillment, Inc. (Clerk's Misc. File No. 20190496)

Motion made by Ron Peters, seconded by Stan Sallee, to refer the bids to TC Departments and Purchasing for analysis, review and recommendation on September 16, 2019. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

3. TC Departments - Portable Toilets
  - a. On Call Services and Rentals (Clerk's Misc. File No. 20190497)
  - b. Porta John Company of Tulsa (Clerk's Misc. File No. 20190498)

Motion made by Stan Sallee, seconded by Ron Peters, to refer the bids to TC Departments and Purchasing for analysis, review and recommendation on September 16, 2019. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

B. Addendums:

1. Board of County Commissioners - #1 to the Notice to Bidders for Tulsa County HQ Building Access Control & Video Surveillance, set to open 9/30/19 with bids to be received by 4:00 p.m. on 9/27/19, to provide changes and clarifications to drawings, contact information for DCI Communications as requested by vendors at the pre-bid meeting and pre-bid meeting agenda and sign-in sheets (Clerk's Misc. File No. 20190499)
2. TC Departments:
  - a. #1 to the Notice to Bidders for Temporary Labor, set to open on 9/16/16 at 9:30 a.m. with bids to be received by 4:00 p.m. on 9/13/19, to provide answers to vendor questions as well as clarification on conditions (Clerk's Misc. File No. 20190500)
  - b. #1 to the Notice to Bidders for Temporary to Hire Staffing, set to open on 9/16/19 at 9:30 a.m. with bids to be received by 4:00 p.m. on 9/13/19, to provide answers to vendor questions (Clerk's Misc. File No. 20190501)

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

- C. Amendment #2 - (TC Departments) - to Extend the Bid Award for Window Washing to Budget Glass Cleaning, Inc., CMF #242803, for one year beginning 10/2/19 with no changes to terms of the original bid (Clerk's Misc. File No. 20190502)

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. Change Orders - Board of County Commissioners:

1. #2 - to the Agreement with Colburn Electric, LLC for the Tulsa County "HQ" Administration Building Renovations Bid Package 26A (Electrical), CMF #247582, for the modification of select exit light fixtures to LED edge-lit signs. The contract time is unaffected by this change order. The contract sum will be increased by \$4,101 with a new total contract sum of \$2,897,379 (Clerk's Misc. File No. 20190503)
2. #3 - to the Bid Award for DH Pace Company, Inc., for the Tulsa County "HQ" Administration Building Renovations Bid Package 08C (Door Hardware), CMF #247245, for fire-rated door hardware to match the door frame at door 931. The contract sum will be increased by \$393 with a new total contract sum of \$201,653 (Clerk's Misc. File No. 20190504)

3. #3 - 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 chilled water lines on the building exterior allowing for connection to an emergency chiller should the existing chiller go off-line or in any other emergency when an additional chiller would be required. The contract time is unaffected by this change order. The contract sum will be increased by \$48,538 with a new total contract sum of \$4,017,541 (Clerk's Misc. File No. 20190505)

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.

- E. Public Hearing - (INCOG) - to Inform Citizens of how HOME Consortium and CDBG Funds were Spent in Cities and Counties within the Program Service Areas (Clerk's Misc. File No. 20190506)

Motion made by Ron Peters, seconded by Stan Sallee, to enter into Public Hearing at 9:43 a.m. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion Carried.

Claudia Brierre, representing INCOG, presented the details of the HOME Consortium funds expended during program year of \$1,283,609.20 and CDBG Funds Expended in Program Year of \$1,179,210.33. Details are available in the County Clerk's office. There were no members of the public who wished to speak.

Motion made by Ron Peters, seconded by Stan Sallee, to close the Public Hearing at 9:46 a.m. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

## VII. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes - for week ending 9/16/19 (Clerk's Misc. File No. 20190507)

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:
  1. Parcel #40825-02-13-09580, LT 42 BLK 9, SUBURBAN ACRES SECOND, to Marquis D Johnson, for the sum of \$53, the highest competitive bid, plus any additional and separate charge for apportioned cost of \$136.81, total paid \$189.81 (Clerk's Misc. File No. 20190508)
  2. Parcel #42850-92-03-08110, N.25 OF LT 14 & ALL LT 15 BLK 1, TOWER VIEW SUB, to Chester Dewayne Chronister, for the sum of \$113, the highest competitive bid, plus any additional and separate charge for apportioned cost of \$138.81, total paid \$251.81 (Clerk's Misc. File No. 20190509)

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. Memorandum of Understanding - (Parks) - NatureWorks, Inc. - for the Tulsa Herd and Site at LaFortune Park. NatureWorks will incur the expense for the creation of the Tulsa Herd, its installation and any related features. The site preparation and landscaping shall be performed by Tulsa County and a landscaping contractor agreed upon by Tulsa County and NatureWorks. Tulsa County shall maintain each portion of the Tulsa Herd after each is set and installed (Clerk's Misc. File No. 20190510)

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.

- D. Request for Approval - (INCOG) - Action #1: Designate the 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: Make a Finding of No Significant Impact on the Environment on the following project - City of Collinsville FY 2019 9th and 10th Street Waterlines and Fire Hydrant Improvement Project; estimated total HUD funded amount of \$117,630 and estimated total project cost of \$339,465 (Clerk's Misc. File No. 20190511)

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. Resolutions:

1. Board of County Commissioners - for Tulsa County Property Assessed Clean Energy (PACE) Program - to establish a Commercial Property Assessed Clean Energy (PACE) program to facilitate private financing between commercial property owners throughout the county and private lenders (Clerk's Misc. File No. 20190512)

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.

2. Tulsa Metropolitan Area Planning Commission - Resolutions No. 2800:1005 and 2800:1006 - Pursuant to Title 19, Oklahoma Statutes, Section 863.7, Amending the Tulsa Area Comprehensive Plan for the Unincorporated Area of Tulsa County Lying within the fence lines of the City of Collinsville and the Town of Sperry (Clerk's Misc. File No. 20190513)

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.

F. Agreements:

1. Assessor - Tulsa County Public Facilities Authority - for Booth Rental at the Tulsa State Fair from 9/26-10/6/19 located at the River Spirit Expo Lower Level, Space 295 and 296; cost of \$2,347 (Clerk's Misc. File No. 20190514)
2. Board of County Commissioners - Veolia Energy Tulsa, Inc. - for License Agreement for Veolia Facilities through Certain County-Owned Property (Clerk's Misc. File No. 20190515)
3. Engineers - Board of County Commissioners of Creek County - for Standard Asphalt Overlay on West 61st Street South and Highway 97 to Southwest Blvd. near Sand Springs (Clerk's Misc. File No. 20190516)
4. IT - Avansic, Inc. - for Digital Forensic Services specifically forensic analysis of the INV-001 event, including security analysis of infrastructure security (Clerk's Misc. File No. 20190517)
5. Parks - Indian Nations Tulsa Youth Football aka Indian Nation Youth Sports - for Use of O'Brien Parks Football Fields from 9/14/19 to 11/15/19; fee of \$15 per event without lights and \$20 with lights (Clerk's Misc. File No. 20190518)

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

G. Agreement Renewals:

1. Board of County Commissioners - Loomis Armored US, LLC - for renewal of CMF #246523 for FY 2019-2020 (Clerk's Misc. File No. 20190519)
2. Employees Retirement System of Tulsa County - Segall Bryant & Hamill - for renewal of CMF #245924 for FY 2019-2020 (Clerk's Misc. File No. 20190520)

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.

- H. Request to Advertise for Bids - (Sheriff) - Commissary Items (Clerk's Misc. File No. 20190521)

Bids to be received by 4:00 p.m. on 10/4/19 and to open 10/7/19 at 9:30 a.m.

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

- I. Sole Source - (Sheriff) - International Public Management Association for Human Resources (IPMA-HR) - for examinations including tests in fire, police, correctional, public safety telecommunicator and clerical/administrative fields (Clerk's Misc. File No. 20190522)

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. Harvard +/- 1/10 of a mile North of the intersection of 76th St. N. & N. Harvard Ave. and further described as SE/C of Section 29, Township 21N, Range 13E by boring for a 1" line with a 1 1/4" casing (Clerk's Misc. File No. 20190523)

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:

1. Engineers - Troy Fitch to Oklahoma Vegetation Management Association 28th Annual Fall Conference Trade Show from 10/1-3/19 in Catoosa, OK; cost of \$200 (Clerk's Misc. File No. 20190524)
2. Human Resources - Alyssa Williams to 30th Annual SWBA Benefits Compliance Conference from 10/24-25/19 in Dallas, TX; cost of \$1,420 (Clerk's Misc. File No. 20190525)
3. OSU Extension:
  - a. Michelle Bonicelli to Laughter Yoga Program on 11/12/19 in Stillwater, OK; cost of \$80 (Clerk's Misc. File No. 20190526)
  - b. Michelle Bonicelli to SE/NE FCS In-Service on 11/13/19 in Stillwater, OK; cost of \$80 (Clerk's Misc. File No. 20190527)
4. Parks - Dominic Donajkowski and Brian Pitts to take online certification course through Oklahoma Wildlife Department; cost of \$510 (Clerk's Misc. File No. 20190528)

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

- L. Personnel Actions:

1. Court Services (Clerk's Misc. File No. 20190529)
2. Election Board (Clerk's Misc. File No. 20190530)
3. IT (Clerk's Misc. File No. 20190531)
4. Parks (Clerk's Misc. File No. 20190532)
5. Social Services (Clerk's Misc. File No. 20190533)

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. 20190534)

Motion made by Ron Peters, seconded by Stan Sallee, to approve 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. TK Publishing, Inc. - for prescription drug campaign full page ads in Tulsa Kids Magazine and Banner Ad on website and FB page from 7/15/19 to 3/31/20; cost of \$4,998 (Clerk's Misc. File No. 20190535)
- b. AHS Oklahoma Physicians Group dba Utica Park Clinic - for subcontract work for Tulsa Healthy Start Program from 7/1/19 to 3/31/20; cost of \$48,871/max invoiced monthly for services rendered (Clerk's Misc. File No. 20190536)
- c. Charlene Franklin - for presentation of a Cooking Demonstration at NRHC from 12/1/19 to 12/31/19; cost of \$50 (Clerk's Misc. File No. 20190537)

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. 20190538)

3. Travel/Training - Sunny Abbott, Adam Austin, Trina Austin, Michael Avey, Merri Baker, Mirta Bolanos, Sandra Braun, Joan Brecher, Amanda Burgan, Michelle Coonfield, Rosaline Cupples, Lucia DeLeon, Hannah Douthat, Laura Embry, Leslie Floyd, Stephanie Ford, Dora Gomez, Delana Gregg, Aaron Greenquist, Melissa Guillen, Sharon Hamilton, Lindsey Hammond, Priscilla Haynes, Amanda Henrichs, Yolanda Hiatt, DeBrena Hilton, Pam Holt, Samantha Hood, Karla Hutton, Beverly Jennings, Michelle Johnson, Esther Kam, Dava Kramer, Heaven Kupiec, Sonia Lerma, Veronica Maples, Angela McConnell, Carlos Mercado, Michael Morrison, Meliza Neyra, Ellen Niemitato, Amber Norrid, Elizabeth Nutt, Shivangi Panchal, Pamela Rask, Jessica Rice, Kayla Robinson, Karen Roman, Palmira Saldivar, Dana Sells, Ha Seo, Roxana Shea, Steven Smith, Cathy Sullivan, Lois Swanson, Rosa Tavizon, Jamie Thawng, Madison Thomas, Ashley Thompson, Maryelda Torres, Maria Verduzco, Megan Wenzell, and Tao Yang to OPHA – Oklahoma Public Health Association Conference from 10/22-23/19 in Tulsa, OK; cost of \$9,450; Tou Yang to course; Bioremediation for Environmental Managers, OSU, Fall 2019; cost of \$1,110 (Clerk's Misc. File No. 20190539)

Motion made by Ron Peters, seconded by Stan Sallee, to accept and file the CC Health Personnel Actions and Travel/Training Requests. 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 9/3-6/19)

There were no claims to be disallowed.

P. Claims (payments for bills to be paid by 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.

Q. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 9/3-6/19

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.

- R. Executive Session - (District Attorney) - Requested by James Rea, 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 in Tort Claim TC-2018-47, Elizabeth Allen-Ramos v. TCSO, 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 Stan Sallee, to go into Executive Session. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:53 a.m.

Motion made by Ron Peters, seconded by Stan Sallee, to reconvene the regular meeting at 9:55 a.m. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

S. Discussion and Possible Action Regarding Executive Session Item

Motion made by Stan Sallee, seconded by Ron Peters, to allow Commissioner Peters to represent the Board for settlement authority up to the amount discussed in Executive Session, to-wit: Tort Claim TC-2018-47, Elizabeth Allen-Ramos v. TCSO. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20190540)

VIII. PROCLAMATION

- A. Board of County Commissioners - Congratulating Lieutenant Kelly Washington for his Legacy of Excellence and 21 Years of Dedicated Service to the Berryhill Fire Protection District (Clerk's Misc. File No. 20190541)

Chairman Keith read and presented Lieutenant Washington with the Proclamation. Motion made by Ron Peters, seconded by Stan Sallee, to approve the Proclamation. Upon roll call, Yes - Stan Sallee, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20190541)

IX. 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