

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on August 13, 2021 at 8:50 a.m.)

MINUTES
Monday, August 16, 2021

APPROVED
08/23/2021

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

Stan Sallee, 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 August 9, 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.

III. REPORTS

A. Elected Officials:

1. Court Clerk

a. Records Management and Preservation Monthly for July 2021 (Clerk's Misc. File No. 20211843)

b. Monthly for July 2021 (Clerk's Misc. File No. 20211844)

2. Treasurer - Depository Summary of Daily Analysis for July 1-31, 2021 (Clerk's Misc. File No. 20211845)

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.

IV. UNFINISHED BUSINESS

A. Bid Awards & Recommendations

1. Highways - Aluminum Sign Blanks - to Mandel Metals, Inc. dba US Standard Sign for one year beginning 8/30/2021, the lowest and best bid received (Clerk's Misc. File No. 20211846)

2. Parks - Architectural Services for the Case Tennis Center at LaFortune Park - GH2 - to accept the qualifications proposed, after a thorough review and evaluation of the qualifications received and then further evaluation of three firms selected to give a presentation, the Evaluation Committee selected GH2 as the most qualified and responsive firm (Clerk's Misc. File No. 20211847)

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. Addendum - Sheriff - #1 to the Request to Advertise and Notice to Bidders for Inmate E-Cigarettes, CMF #20211689 to answer vendor questions and to amend the conditions and specifications (Clerk's Misc. File No. 20211848)

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.

C. Amendments

1. Engineers

- a. #8 to the Professional Engineering Services Agreement with Dewberry Engineers, Inc., CMF #207780, to revise the scope of the original agreement separating the plans, specifications and estimates into two separate projects, preparing a floodway analysis requested by FEMA, and performing bidding services to increase the cost of engineering services by \$58,800 for a total contract amount of \$455,906.32 (Clerk's Misc. File No. 20211849)
- b. to amend the request for approval to the drainage easement from ET Tulsa, LLC, approved on 7/26/2021, CMF #20211676, because the notary for the grantor ET Tulsa, LLC, omitted the notary seal on previous document submitted; located in NE/4 NE/4 of Section 32, Township 19 North, Range 12 East of the Indian Base and Meridian, Tulsa County (Clerk's Misc. File No. 20211850)

2. Human Resources - to the Request for Approval for General Salary Schedule and Information Technology Salary Schedule, CMF #20211743, to correct salary information (Clerk's Misc. File No. 20211851)

3. TC Departments

- a. #1 to the bid award for Electrician Services to Tulsa Electric LLC, CMF #20202525, to renew the bid award for one year beginning 10/16/2021, with no changes to the terms (Clerk's Misc. File No. 20211852)
- b. #2 to the bid award for Portable Toilets to Porta John Company, CMF #20202100, to extend the award for one year beginning 9/20/2021, with no changes to the terms (Clerk's Misc. File No. 20211853)
- c. #12 to the bid award for Pest Control Services to American Services, Inc., CMF #20202298, to renew the bid award for one year beginning 10/16/2021, with no changes to the terms (Clerk's Misc. File No. 20211854)

4. Treasurer - #13 to the bid award for Mailing of Data, Forms and Envelopes to Automated Mail Service, CMF #20202037, to renew the award for one year beginning 9/13/2021, with no changes to the terms (Clerk's Misc. File No. 20211855)

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.

V. ACTION ITEMS

A. Gasoline & Diesel Fuel Quotes for week ending 8/23/2021 (Clerk's Misc. File No. 20211856)

Motion made by Karen Keith, seconded by Ron Peters, 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. Resolution on Disposition of Funds/Cash Fund Estimate of Needs from 7/15/2021 to 8/11/2021 (Clerk's Misc. File No. 20211857)

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.

C. Appointment - (Commissioner Sallee) - of Kris Koepsel to the Tulsa County Employees' Retirement Board effective immediately, for a four-year term expiring 7/1/2025 (Clerk's Misc. File No. 20211858)

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

D. Requests for Approval

1. Engineers
 - a. for acceptance of Right of Way Easement from Joseph Pitts; LLA-354 (Clerk's Misc. File No. 20211859)
 - b. for acceptance of Right of Way Easement from Karl X. Yang and Xee C. Yang; LS-21387 (Clerk's Misc. File No. 20211860)
2. Highways
 - a. District #1 - to accept funding from the Oklahoma Cooperative Circuit Engineering District Board (OCCEDB) Solid Waste Program for FY 2022; in the amount of \$4,200 (Clerk's Misc. File No. 20211861)
 - b. District #2 - to accept funding from the Oklahoma Cooperative Circuit Engineering District Board (OCCEDB) Solid Waste Program for FY 2022; in the amount of \$4,200 (Clerk's Misc. File No. 20211862)
3. Human Resources
 - a. to add Jennifer Kupiec to the approved access for the Community Care portal (Clerk's Misc. File No. 20211863)
 - b. for renewal of the annual renewal of Defensive Driving Instructor certification for Sunilyn Hertt; cost of \$65 (Clerk's Misc. File No. 20211864)

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.

E. Resolutions - Board of County Commissioners - Bank of Oklahoma

1. to rescind the Resolution authorizing the Budget Division to transfer \$2,528,000 of Vision Tulsa County Use Tax proceeds from the Sales Tax Fund to the Tulsa County Vision 2 Use Tax Depository Account at BOKF, National Association by Resolution entered as CMF #20211803; the description of the Resolution at Action Item VII E. 1 on the 8/9/2021, Agenda incorrectly described the purpose of the Resolution to transfer sales tax proceeds rather than Vision Tulsa County Use Tax Proceeds (Clerk's Misc. File No. 20211865)
2. to transfer the approved .05% Use tax for Tulsa County Vision 2 Use Tax Depository distribution amount of \$2,528,000 to distribute to the approved projects for the Construction for the Posey Bridge Replacement Project CMF #20211447, and for the construction for the Horsepen Creek Bridge Replacement project CMF #20211656, which is currently being held by the Tulsa County Treasurer (Clerk's Misc. File No. 20211866)

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.

F. Agreements

1. Administrative Services - edu Business Solutions, Inc. - for annual licensing and support for Print Shop Pro® Manager software to manage print shop operations including workflow, job status, inventory tracking and billing for a total cost of \$6,995 (Clerk's Misc. File No. 20211867)
2. Board of County Commissioners - Emily Morgan, LLC - letter of intent to purchase approximately 5.065 acres of real property located at 4143 S. Yale Ave., E., Tulsa, OK 74135 (Clerk's Misc. File No. 20211868)

3. Building Operations - Think Healthy Systems, a division of JD Young - for rental of three (3) model PW1R and two (2) 3i water filtration systems with service and filters, PW1R serial numbers 0930111414, 0835109538 and 0930111425 and 3i serial numbers 1403M13089 and 2041M79658 to be located at Headquarters, Courthouse, Central Garage and Carpenter Shop; cost of \$234.75 per month (Clerk's Misc. File No. 20211869)
4. County Clerk - Apprentice Information Systems of OK, Inc. - for website design management and maintenance services for one year beginning 7/1/2021; cost of \$14,500 (Clerk's Misc. File No. 20211870)
5. District Attorney - Think Healthy Systems, a division of JD Young - for rental of one (1) model PW1R water filtration system with service and filters serial number 0835109534 to be located at the Tulsa County Courthouse, 500 S. Denver Ave., Tulsa Oklahoma 741103 in the DA Supervision area; cost of \$46.95 per month (Clerk's Misc. File No. 20211871)
6. Election Board - Think Healthy Systems, a division of JD Young - for rental of one (1) model PW1R water filtration system with service and filters serial number 0835109531 to be located at the Tulsa County Election Board at 555 N. Denver Ave., Tulsa, Oklahoma 74103; cost of \$46.95 per month (Clerk's Misc. File No. 20211872)
7. Engineers - Meshek & Associates LLC - for the scope of work for Geographic Information Systems (GIS) Dashboard (Clerk's Misc. File No. 20211873)
8. Human Resources - Total Administrative Services (TASC) - Universal subscription agreement for administrative services through 12/31/2021
9. Juvenile Bureau - Board of County Commissioners of Creek County - for contracting of detention of juveniles at the Tulsa County Juvenile Detention Center for FY 2021-2022 (Clerk's Misc. File No. 20211874)
10. Parks
 - a. Apple Studios LLC - (incorrectly stated on agenda as Apple Solutions LLC) - for use of Chandler Park facilities from 5:00 a.m. to 10:00 p.m. on 8/29-31/2021 and use of additional park facilities 8/16-9/3/2021, for production of a feature film; fee of \$11,320 (Clerk's Misc. File No. 20211875)
 - b. Immanuel Lutheran Christian Academy - to host basketball games at the Chandler Park Community Center on 11/30/2021, 1/4/2022, 1/11/2022, 1/14/2022, 1/18/2022, 1/24/2022 and 1/25/2022; fee of \$2,250 (Clerk's Misc. File No. 20211876)
 - c. Teal Dance Company, LLC - for Tippi Toes Dance class at Chandler Park Community Center beginning Tuesdays 7/1/2021 to 6/30/2022 from 6:00 p.m. to 6:45 p.m.; fee of \$60 per month with 20% enrollment fees paid to the County (Clerk's Misc. File No. 20211877)
 - d. The Island Food Truck - for provision of concession services at LaFortune Park from 7/2021 to 9/2021; fee of \$100 (Clerk's Misc. File No. 20211878)
 - e. Tulsa Public Schools - for use of O'Brien Park to host cross country meets from 1:00 p.m. to 7:00 p.m. on 9/9/2021, 9/23/2021 and 10/7/2021; fee of \$300 (Clerk's Misc. File No. 20211879)

Motion made by Ron Peters, seconded by Karen Keith, to approve items 1-7, and items 9-10 and authorize execution by the Chairman. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

Motion made by Ron Peters, seconded by Karen Keith, to defer item number 8 for the Human Resources agreement for Total Administrative Services (TASC). Upon roll call, Yes- Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

11. Public Defender - Think Healthy Systems, a division of JD Young - for rental of two (2) model PW1R water filtration systems with service and filters serial numbers 1003227669 and 0932223871 to be located at the Tulsa County Public Defender's Office at 423 South Boulder, Ste., 300, Tulsa, Oklahoma 74103; cost of \$93.90 per month (Clerk's Misc. File No. 20211880)

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. Agreement Renewal - Employees' Retirement System of Tulsa County - Barrow, Hanley, Mewhinney & Strauss, LLC - for renewal of CMF #20202126 for FY 2021-2022 (Clerk's Misc. File No. 20211881)

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.

H. Requests to Advertise for Bids

1. Engineers - Bridge and Approaches Harvard Avenue over Posey Creek (Clerk's Misc. File No. 20211882)
2. Sheriff - David L. Mosss Criminal Justice Center Roof Replacement (Clerk's Misc. File No. 20211883)
3. TC Departments - Trash Can Liners (Clerk's Misc. File No. 20211884)

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

I. Inventory Resolutions

1. Administrative Services
 - a. junked - task chair (Clerk's Misc. File No. 20211885)
 - b. junked - (2) Windows 7 Optiplex 9020 Minitowers (Clerk's Misc. File No. 20211886)
2. Engineers - junked - Windows 7 Computer (Clerk's Misc. File No. 20211887)
3. Sheriff
 - a. auction - (3) Garmin Streetpilot III GPS, (2) 90 Rapid-5000 Rapid GPS Traders and (3) Garmin GPSMPA 62 STE GPS Receivers (Clerk's Misc. File No. 20211888)
 - b. auction - (2) Motorola 800 MHZ W7 Astro Spectra Motorcycle radio equipment (Clerk's Misc. File No. 20211889)
 - c. junked - restraint safety chair, Apple Ipad 2, Apple Ipad wifi 16 GB, Lexmark T644 N printer, (2) Lexmark Laser printers, Dell Optiplex mini tower computer, Dell Optiplex 780 SFF Quad Core Pr, Dell Optiplex 990 SFF, Intel Core I, Lexmark T650N laser printer, and (5) Lexmark MS810DTN Printers (Clerk's Misc. File No. 20211890)
 - d. junked - Orca 1200 Food Diopter, Roland EGX-20 engraving machine and fold down rear seat for golf cart (Clerk's Misc. File No. 20211891)

- e. junked - Glory GFR-S80 currency discriminator, Speed Queen washer, Morphotrak Livescan 500 PPI/0150, and Morphotrack Livescan 500 PPI/0017 (which is not on County inventory) (Clerk's Misc. File No. 20211892)
- f. transferred from Sheriff-Faulkner Building to the Sheriff-David L. Moss Criminal Justice Center - (81) Motorola XTS 5000 HH Radios (Clerk's Misc. File No. 20211893)
- g. retire - to Gary Frazier - Safariland Hardwire 68 IIIA Ballist and a Glock 17 Gen5 9MM (Clerk's Misc. File No. 20211894)
- h. return to Law Enforcement Support Office (LESO) - (2) steel heavy duty top side flat beds (Clerk's Misc. File No. 20211895)

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.

J. Sole Sources

- 1. County Clerk - Apprentice Information Systems - for support, updates and maintenance to the software and website of the custom designed geospatial mapping site to provide county wide data information to the public (Clerk's Misc. File No. 20211896)
- 2. Parks - P&K Equipment - for parts and maintenance for John Deere golf and turf equipment (Clerk's Misc. File No. 20211897)

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.

K. Utility Permits - Engineers:

- 1. Oklahoma Natural Gas Company - to cross (3) S. 73rd W. Ave. (Clerk's Misc. File No. 20211898)
- 2. Washington County Rural Water Dist. #3 - to cross N. Memorial Drive (Clerk's Misc. File No. 20211899)

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.

L. Travel/Training

- 1. Board of County Commissioners - OSU Extension County Training - Mike Craddock
 - a. to attend Overview of County Government in Woodward, OK on 10/6/2021; cost of \$438.65 (Clerk's Misc. File No. 20211900)
 - b. to attend via Zoom Cash Flow Management on 9/10/2021; cost of \$40 (Clerk's Misc. File No. 20211901)
- 2. Election Board - for Ashley Hackett to attend Government Social Media Conference from 3/29-31/2022 in Dallas, TX; cost of \$2,000 (Clerk's Misc. File No. 20211902)
- 3. Human Resources - for Savannah Crandall, Xai Xiong and Jennifer Kupiec to attend Virtual Seminars on FMLA compliance on 8/26/2021, 9/1/2021 and 9/10/2021; cost of \$600 (Clerk's Misc. File No. 20211903)

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

M. CC Health Department Agreements to Accept & File

- 1. Imagenet Consulting, LLC - for lease on large Canon machines from 7/1/2021-6/30/2024; cost of \$1619.35/mth (Clerk's Misc. File No. 20211904)

2. E.A. Bonilla - for consultant for COVID-19 outreach to Hispanic Community from 7/15/2021-9/30/2021; cost of \$1,100/month (Clerk's Misc. File No. 20211905)

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

N. Claims to be Disallowed (payments cancelled as of 8/9-13/2021)

There were no claims to be disallowed.

O. Claims (payments for bills to be paid by 8/2-6/2021)

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.

P. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 8/9-13/2021

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.

Q. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20211906)
2. Vision Tulsa County (Clerk's Misc. File No. 20211907)

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.

R. Zoning Application Hearings and Possible Actions - Tulsa Metropolitan Area Planning Commission

1. CZ-514, Applicant: Ryan McCarty, Buffalo Acquisitions, LLC, Location: South & East of the Southeast corner of East 161st Street South and South Yale Avenue. Request is to rezone from AG to AG-R for single-family residences. On meeting date of July 7, 2021 TMAPC voted 7-0-0 to recommend that the County Commission approve the rezoning of 17.34 ± acres from AG to AG-R (Clerk's Misc. File No. 20211908)
2. CZ-515 and PUD-858, Applicant: Ryan McCarty, Pine Springs Development Group, Location: North & West of the Northwest corner of East 181st Street South & South Yale Avenue. Request is to Rezone from AG to RE with a PUD overlay to permit a single-family residential subdivision. On meeting date of July 7, 2021, TMAPC voted 7-0-0 to recommend that the County Commission approve rezoning of 30.0 ± acres from AG to RE. On meeting date of July 7, 2021 TMAPC voted 7-0-0 to recommend that the County Commission Approve rezoning of 30.0 ± acres from AG to RE/PUD-858 (Clerk's Misc. File No. 20211909)

Motion made by Karen Keith, seconded by Ron Peters, to enter into public hearing at 9:38 a.m. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Jay Hoyt with INCOG presented the zoning applications. No members of the public were signed up to speak.

Motion made by Ron Peters, seconded by Karen Keith, to close the public hearing at 9:40 a.m. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Motion made by Ron Peters, seconded by Karen Keith, to approve and authorize execution by the Chairman, zoning applications and resolutions CZ-514, CZ-515 and PUD-858. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. 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 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.

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 Karen Keith, seconded by Ron Peters, 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

