

(Amended Agenda of meeting was posted in the central and outside lobby of the Ray Jordan Tulsa County Administration Building on February 22, 2019 at 8:54 a.m.)

MINUTES
Monday, February 25, 2019

The Board of County Commissioners for Tulsa County met at the hour of 9:30 a.m. with the following members present: Karen Keith, Chairman; Ron Peters, Member; Stan Sallee, Member; and Michael Willis, Tulsa County Clerk, represented by Georgeann Hiebert.

Karen Keith, Chairman, called the meeting to order at 9:30 a.m. and the following business was transacted:

Moved by Peters, seconded by Sallee, to approve the minutes of the Board of County Commissioner’s Meeting of February 19, 2019. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Sallee, seconded by Peters, to approve the monthly revolving fund report from the Court Clerk for 1/19. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried. (Clerk’s Misc. File No. 247098)

NOTICE: A complete listing of all information relating to the following bids is on file and available for public inspection in the offices of County Purchasing and County Clerk.

Sealed bids for Tulsa County "HQ" Administration Building Renovations were received and opened. The bidders being thirty-nine (39) in number are as follows:

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| 1. Access Elevator & Lifts, Inc. | Bid Rejected | |
| | Not Original/ | |
| | No Affidavit | (Clerk’s Misc. File No. 247147) |
| 2. Advantage Glass LLC | by item | (Clerk’s Misc. File No. 247148) |
| 3. All American Fire Systems, Inc. | by item | (Clerk’s Misc. File No. 247149) |
| 4. Alva Roofing Company | by item | (Clerk’s Misc. File No. 247150) |
| 5. Architectural Sign Designs | by item | (Clerk’s Misc. File No. 247151) |
| 6. Ark Wrecking Co. of Oklahoma, Inc. | by item | (Clerk’s Misc. File No. 247152) |
| 7. Arrow Construction Resources | by item | (Clerk’s Misc. File No. 247153) |
| 8. Bennett Steel, Inc. | by item | (Clerk’s Misc. File No. 247154) |
| 9. Builder’s Supply, Inc. | by item | (Clerk’s Misc. File No. 247155) |
| 10. Carrolls Commercial Floors, Inc. | by item | (Clerk’s Misc. File No. 247156) |
| 11. Colburn Electric | by item | (Clerk’s Misc. File No. 247157) |
| 12. Contract Drapery & Blind, Inc. | by item | (Clerk’s Misc. File No. 247158) |
| 13. DH Pace Door Services, Inc. | by item | (Clerk’s Misc. File No. 247159) |
| 14. DT Specialized Services, Inc. | by item | (Clerk’s Misc. File No. 247160) |
| 15. Interior Concepts, Inc. | by item | (Clerk’s Misc. File No. 247161) |
| 16. Johnson Controls Fire Protection LP | by item | (Clerk’s Misc. File No. 247162) |
| 17. Metro Roofing Company LLC | by item | (Clerk’s Misc. File No. 247163) |
| 18. M.L. Jones LLC | by item | (Clerk’s Misc. File No. 247164) |
| 19. Morley-Moss, Inc. | by item | (Clerk’s Misc. File No. 247166) |
| 20. Murray Womble, Inc.-10B | by item | (Clerk’s Misc. File No. 247167) |
| 21. Murray Womble, Inc.-10D | by item | (Clerk’s Misc. File No. 247168) |
| 22. Oakridge Builders | by item | (Clerk’s Misc. File No. 247169) |

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| 23. Oil Capital Electric LLC | by item | (Clerk's Misc. File No. 247170) |
| 24. Oklahoma Waterproofing Company | by item | (Clerk's Misc. File No. 247171) |
| 25. Osiyo Metal Fabricators, LLC | by item | (Clerk's Misc. File No. 247172) |
| 26. Overhead Door Company of Tulsa Inc. | by item | (Clerk's Misc. File No. 247173) |
| 27. Precision Door & Hardware LLC-8A&B | by item | (Clerk's Misc. File No. 247174) |
| 28. Precision Door & Hardware LLC-10B | by item | (Clerk's Misc. File No. 247175) |
| 29. Precision Door & Hardware LLC-10A | by item | (Clerk's Misc. File No. 247176) |
| 30. Prism Electric, Inc. | by item | (Clerk's Misc. File No. 247177) |
| 31. PT Enterprises LLC-9B | by item | (Clerk's Misc. File No. 247178) |
| 32. PT Enterprises LLC-9C | by item | (Clerk's Misc. File No. 247179) |
| 33. PT Enterprises LLC-9K | by item | (Clerk's Misc. File No. 247180) |
| 34. Reiss Painting Co. of OK, LLC | by item | (Clerk's Misc. File No. 247181) |
| 35. Russell Interiors, Inc. | by item | (Clerk's Misc. File No. 247182) |
| 36. Workspace Solutions dba ScottRice | by item | (Clerk's Misc. File No. 247183) |
| 37. Talon Commercial Services LLC | by item | (Clerk's Misc. File No. 247184) |
| 38. Total Demolition Services LLC | by item | (Clerk's Misc. File No. 247185) |
| 39. Wood Systems, Inc. | Bid Rejected
Affidavit not
complete | (Clerk's Misc. File No. 247186) |

Moved by Peters, seconded by Sallee, to refer the bids to the Board of County

Commissioners and Purchasing for analysis, report and recommendation on March 4, 2019.

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Sealed bids for Office Supplies were received and opened. The bidders being two (2) in number are as follows:

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| 1. Admiral Express LLC | by item | (Clerk's Misc. File No. 247100) |
| 2. Merrifield Office Supply | by item | (Clerk's Misc. File No. 247101) |

Moved by Sallee, seconded by Peters, to refer the bids to TC Departments and

Purchasing for analysis, report and recommendation on March 4, 2019. Upon roll call,

Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Sealed bids for Print Cartridges were received and opened. The bidders being four (4) in number are as follows:

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| 1. Beyond Technology | by item | (Clerk's Misc. File No. 247102) |
| 2. Connection | by item | (Clerk's Misc. File No. 247103) |
| 3. Merrifield Office Supply | by item | (Clerk's Misc. File No. 247104) |
| 4. State Toner | by item | (Clerk's Misc. File No. 247105) |

Moved by Peters, seconded by Sallee, to refer the bids to TC Departments and

Purchasing for analysis, report and recommendation on March 4, 2019. Upon roll call,

Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Sallee, to approve the gasoline and diesel fuel quotes for the week ending 3/4/19. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.
(Clerk's Misc. File No. 247099)

Moved by Sallee, seconded by Peters, to approve and authorize execution by the Chairman, the following requests from Engineers:

1. 2019 Annual Report to ODEQ for Phase II Stormwater Permitted MS4 (Clerk's Misc. File No. 247106)
2. 2019 Phase II Stormwater Management Program (Clerk's Misc. File No. 247107)

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Sallee, seconded by Peters, to approve the request from the Sheriff for Deputy Dustin Carder, to retain peace officer status and be designated as a Peace Officer, Retired under Title 19 O.S. Sec 553 & Sec 554. Retirement effective 2/28/2019. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247108)

Moved by Peters, seconded by Sallee, to approve and authorize execution, as needed, the following agreements:

1. Board of County Commissioners - Guy Engineering Services, Inc. - Supplemental & Modification Agreement No. 2 for Professional Services Regarding Road Improvements for East 51st Street South Between 177th & 193rd East Ave (Clerk's Misc. File No. 247109)
2. Board of County Commissioners - The Persimmon Group, LLC - for advisory and consulting services related to ERP software and technology platform (Clerk's Misc. File No. 247110)
3. Highways - AC Owen Construction - for the construction of Highway Maintenance Facilities in Districts 1 and 3 (Clerk's Misc. File No. 247111)
4. Sheriff - M&M Micro Systems, Inc. - for Data Conversion (SOMS to SQL) (Clerk's Misc. File No. 247112)

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Sallee, seconded by Peters, to approve and authorize execution by the Chairman, the agreement renewal from Building Operations with Final Touch Cleaning, for renewal of CMF #240921 for FY 2018-2019. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247113)

Moved by Peters, seconded by Sallee, to approve the request from Highways for Notice to Proceed to AC Owen Construction for the construction of Highway Maintenance Facilities in Districts 1 and 3. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247114)

Moved by Sallee, seconded by Peters, to approve the following Request to Advertise for Bids:

1. Administrative Services - Sale of Two (2) Used Printing Presses (Clerk's Misc. File No. 247115)
2. CC Health - Tulsa City-County Health Department Roof Replacement (Clerk's Misc. File No. 247116)
3. TC Departments - Deodorizing Agents and Cleaners (Clerk's Misc. File No. 247117)

4. TC Departments - Paperstock for Printing (Clerk's Misc. File No. 247118)
 5. TC Departments - Trash Can Liners (Clerk's Misc. File No. 247119)
- Bids #1, #3, #4, & #5 to be received by 4:00 p.m. on 3/22/19 & to open 3/25/19 at 9:30 a.m.
- Bid #2 to be received by 4:00 p.m. on 4/5/19 & to open 4/8/19 at 9:30 a.m.

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Sallee, to approve and authorize execution by the Chairman, the following inventory resolutions:

1. Assessor - surplus; File Cabinet - Four Drawers, SN 46111040084, purch. 7/1/78 for \$280; File Cabinet Four Drawer, SN 46141040126, purch. 11/1/73 for \$126.75; File Cabinet Four Drawer, SN 46161040065, purch. 6/30/69 for \$104; File Cabinet Four Drawer, SN 46161040099, purch. 7/26/73 for \$126.50; Hilti Measuring Laser PD42, SN 137130149, purch. 7/26/13 for \$513.48; Laser Range Meter PD42, SN 340130226, purch. 3/28/14 for \$568.27; Nikon Coolpix L620 - 18.1 MP Camera, SN 30096984, 5/14/14 for \$224.99 (Clerk's Misc. File No. 247120)
2. County Clerk - junked; Secure Sig System, Asset No. 18060, purch. 5/1/15 for \$1,370.05 (Clerk's Misc. File No. 247121)
3. Sheriff - Junked; 2-Tasers X26E, SN X00-048818, X00-049044, purch. 7/2/04 for \$799.95 ea.; 3-Taser Guns, SN X00-295025, X00-296897, X00-295803, purch. 8/9/07 for \$799.95 ea.; 2-X26 Tasers, SN X00-317823, X00-317749, purch. 10/2/07 for \$799.95 ea.; Taser X26 Black, SN X00-648238, purch. 2/1/12 for \$784.95; Taser, SN X00-648118, Not in Munis, purch. on unknown date for unknown price (Clerk's Misc. File No. 247122)

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Sallee, seconded by Peters, to approve and authorize execution by the Chairman, the Sole Source from CC Health to Emergenetics International, for Emergenetics Profile, Emergenetics Selection Profile, Power of WE Training Applications, and all materials associated with the training and delivery of Emergenetics. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247123)

Moved by Peters, seconded by Sallee, to approve and authorize execution by the Chairman, the following utility permits from Engineers:

1. Oklahoma Natural Gas Company, a Division of ONEOK, Inc. - to cross E. 174th Place +/- 2.37 mi. S. & 2.61 miles E. of the junction of US Hwy 75 & St Hwy 67 and further described as 1,973' S. and 2,106' W. of the NE/C of Section 31, Township 17N, Range 13E by boring for 3/4" line (Clerk's Misc. File No. 247124)
2. Washington County RWD #3 - to cross N. Yale Ave. +/- 4/10 miles N. of 86th St. N. and N. Yale Ave. junction and further described as SE/C of Section 22, Township 21N, Range 13E by boring for 5/8" line with 1" casing (Clerk's Misc. File No. 247125)

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Sallee, seconded by Peters, to approve the following Travel/Training requests:

1. Board of County Commissioners - Chief Deputy Mike Craddock to OneVoice Day at the Capitol from 3/4-5/19 in OKC, OK; cost of \$497 (Clerk's Misc. File No. 247126)

2. Board of County Commissioners - Chief Deputy Mike Craddock to Association of County Commissioners of Oklahoma (ACCO) Spring Conference from 3/27-28/19 in Norman, OK; cost of \$404 (Clerk's Misc. File No. 247127)
3. Board of County Commissioners - Commissioner Stan Sallee to Association of County Commissioners of Oklahoma (ACCO) Spring Conference from 3/27-28/19 in Norman, OK; cost of \$464 (Clerk's Misc. File No. 247128)
4. Highways - Matthew Donegan and Terry Fisher to Southwestern Section IMSA training from 3/26-28/19 in Tulsa, OK; cost of \$1,771 (Clerk's Misc. File No. 247129)
5. Human Resources - Mitch Robinson to 2019 National Safety Conference from 6/8-12/19 in Orlando, FL; cost of \$1,697 (Clerk's Misc. File No. 247130)
6. Human Resources - Savannah Haddock and Deneice Arterburn to Oklahoma HR Conference from 5/8-10/19 in Norman, OK; cost of \$2,316 (Clerk's Misc. File No. 247131)
7. OSU Extension - Lisa Nicholson to Community Engagement Training on 3/25/19 in OKC, OK; cost of \$140 (Clerk's Misc. File No. 247132)
8. OSU Extension - Lisa Nicholson to Yoga for Kids In-Service on 3/27/19 in Edmond, OK; cost of \$160 (Clerk's Misc. File No. 247133)

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Sallee, to approve the following Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
<u>Election Board</u>			
Holdsclaw, Phyllis (Clerk's Misc. File No. 247134)	New Hire/Temp. On Call	\$11.00/hr.	2/19/19
<u>Engineers</u>			
Rains, G. Tom (Clerk's Misc. File No. 247135)	Return from FMLA		2/11/19
<u>Highways</u>			
Crabtree, Ron (Clerk's Misc. File No. 247136)	Begin FMLA w/pay	\$2,393.12	2/19/19
<u>Human Resources</u>			
Snow, Teresa	End FMLA		1/30/19
Snow, Teresa (Clerk's Misc. File No. 247137)	Leave w/o pay		2/1/19
<u>Parks</u>			
Beard, Raymond	Retirement		2/28/19
Owen, Kasey	Resignation		2/12/19
Trude, Marichu (Clerk's Misc. File No. 247138)	Regular	\$2,079.51	2/19/19

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Sallee, seconded by Peters, to accept and file the following Juvenile Bureau

Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
Finton, Courtney	Resignation		2/11/19
Pham, Heidi	Promotion	\$4,583.33	2/1/19
Middleton, Tara	Additional Duties	\$4,246.71	2/1/19
George, Aaron	Additional Duties	\$3,357.94	2/1/19
Marruffo, Cristina	Additional Duties	\$2,304.24	2/1/19
Robinson, Makisha	Additional Duties	\$2,304.24	2/1/19

Finklea, Ronald	Remove Temp.		
	Additional Duties 10%	\$4,182.16	2/25/19
Davis, Michael	Additional Duties	\$2,722.81	2/1/19
Wimberly, Mark	Additional Duties	\$2,709.75	2/1/19
Gaines, Christopher (Clerk's Misc. File No. 247145)	Additional Duties	\$2,628.26	2/1/19

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Sallee, to accept and file the following CC Health

Travel/Training:

1. Leanne Stephens attended Public Relations on the National Stage on 2/14/19 in Tulsa, OK; cost of \$30
2. Jessica Guevara-Robles to QuickBooks Training from 3/20-21/19 in Tulsa, OK; cost of \$579.95
3. Aaron Greenquist, Miriam Burkhart, Darren Henin, Alan-Mical McGregor, and Edward Sellu to Food Code Training from 3/26-27/19 in Shawnee, OK; cost of \$1,020
4. Ashley Davis and Karla Hutton to Association of Food and Drug Officials Annual Conference from 6/22-26/19 in Atlanta, GA; cost of \$4,288

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247146)

Moved by Sallee, seconded by Peters, to approve and authorize execution by the Commission, the claims, (payments for bills to be paid 2/11-15/19) that are in order as required by Title 19 O.S. §1505 D 11 providing all claims involving wages and/or salaries be subject to state and federal withholding tax, retirement fund and social security deductions.

Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Sallee, to approve and authorize execution by the Commission, Blanket Purchase Orders and Emergency Purchase Orders submitted from 2/19-22/19. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.

Chairman advised the announcements and County Events and Status updates were open for comment and discussion. The departments with information gave a report.

Moved by Peters, seconded by Sallee, that this meeting be adjourned. Upon roll call, Sallee, yes; Peters, yes; Keith, yes. Motion carried.