

(Agenda of meeting was posted in the central and outside lobby of the Ray Jordan Tulsa County Administration Building on December 8, 2017 at 8:41 a.m.)

MINUTES  
Monday, December 11, 2017

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

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

Moved by Keith, seconded by Smaligo, to approve the minutes of the Management Conference Meeting of November 9, 2017 and the Board of County Commissioner’s Meeting of December 4, 2017. Upon roll call, Keith, yes; Smaligo, yes; Peters, yes. Motion carried.

Moved by Smaligo, seconded by Keith, to approve and authorize execution, as needed, the following reports:

1. County Clerk - Monthly for 11/17 (Clerk’s Misc. File No. 243329)
2. Treasurer - Depository Summary of Daily Analysis for 11/17 (Clerk’s Misc. File No. 243330)
3. Election Board - Monthly for 11/17 (Clerk’s Misc. File No. 243331)

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

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 Print Shop Supplies were received and opened. The bidders being two (2) in number are as follows:

- |                              |         |                                 |
|------------------------------|---------|---------------------------------|
| 1. Advantage Graphics, Inc.  | by item | (Clerk’s Misc. File No. 243332) |
| 2. Veritiv Operating Company | by item | (Clerk’s Misc. File No. 243333) |

Moved by Keith, seconded by Smaligo, to refer the bids to Administrative Services and Purchasing for analysis, report and recommendation on December 18, 2017. Upon roll call, Keith, yes; Smaligo, yes; Peters, yes. Motion carried.

Sealed bids for Tulsa County Social Services Building Roof Replacement Project were received and opened. The bidders being nine (9) in number are as follows:

- |   |         |                                 |
|---|---------|---------------------------------|
| 1. Alva Roofing Company                   | by item | (Clerk’s Misc. File No. 243334) |
| 2. American Roofing and Construction, LLC | by item | (Clerk’s Misc. File No. 243335) |
| 3. Coontz Roofing, Inc.                   | by item | (Clerk’s Misc. File No. 243336) |
| 4. Diamond Roofing                        | by item | (Clerk’s Misc. File No. 243337) |
| 5. D.P. Byers Company                     | by item | (Clerk’s Misc. File No. 243338) |

- |   |  |                                 |
|---|--|---------------------------------|
| 6. Oklahoma Roofing & Sheet Metal, Inc. | bid rejected<br>Required Documents<br>Not Included | (Clerk's Misc. File No. 243339) |
| 7. Sooner Recon, LLC                    | by item  | (Clerk's Misc. File No. 243340) |
| 8. Southeast Tulsa Construction, Inc.   | by item  | (Clerk's Misc. File No. 243341) |
| 9. Tecta America Oklahoma, LLC          | by item  | (Clerk's Misc. File No. 243342) |

Moved by Smaligo, seconded by Keith, to refer the bids to Board of County

Commissioners and Purchasing for analysis, report and recommendation on December 18, 2017. Upon roll call, Keith, yes; Smaligo, yes; Peters, yes. Motion carried.

The bid opening for Laboratory Services from TC Departments was canceled due to an error in the specifications. Vendors were notified of the cancellation.

Moved by Keith, seconded by Smaligo, to approve the bid award from Highways for Industrial Hose Assemblies, to AmeriFlex Hose & Accessories, LLC, the lowest and best bid received. Upon roll call, Keith, yes; Smaligo, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 243343)

Moved by Smaligo, seconded by Keith, to approve the first amendment from the Board of County Commissioners to the Real Estate Purchase Agreement with St. John Building Corporation for certain property located at 218 W. 6th St. in Tulsa, OK. Details available in the office of the County Clerk. Upon roll call, Keith, yes; Smaligo, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 243344)

Moved by Keith, seconded by Smaligo, to approve and authorize execution by the Chairman, the Zoning Resolution from Tulsa Metropolitan Area Planning Commission, CZ-462 Owner: Billy Frazier c/o Eller and Detrich Applicant: Lou Reynolds, Subject Property located North and West of the Northwest corner of West 51st Street and South 49th West Avenue with the west boundary adjacent to the Gilcrease Expressway, requesting to rezone approximately 22.89 acres from AG/RS to IM and on November 1, 2017, TMAPC voted 9-0-0 to recommend that the County Commission Approve IM zoning for CZ-462. Approved by Board of County Commissioners on 12/4/17. Upon roll call, Keith, yes; Smaligo, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 243326)

Moved by Smaligo, seconded by Keith, to approve the gasoline and diesel fuel quotes for the week ending 12/18/17. Upon roll call, Keith, yes; Smaligo, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 243345)

Moved by Keith, seconded by Smaligo, to approve the appointment from Commissioner Peters of Alisa Dougless to the Vision Sales Tax Overview Committee, effective 1/1/18 with term to expire 12/31/20. Upon roll call, Keith, yes; Smaligo, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 243346)

Moved by Smaligo, seconded by Keith, to approve the request from the Sheriff to accept donation of a Christmas luncheon for all of the TCSO employees from Aramark on 12/12/17. Upon roll call, Keith, yes; Smaligo, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 243347)

Moved by Keith, seconded by Smaligo, to approve the request from Tulsa Area Emergency Management Agency to appoint Joe Kralicek as Interim Director of TAEMA. Upon roll call, Keith, yes; Smaligo, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 243348)

Moved by Keith, seconded by Smaligo, to strike the agreement from the Board of County Commissioners with Iron Gate, Inc., for ground lease of land located at the intersection of West Archer Street and North Frisco Avenue. Upon roll call, Keith, yes; Smaligo, yes; Peters, yes. Motion carried.

Moved by Smaligo, seconded by Keith, to approve and authorize execution by the Chairman, as needed, the following agreements:

1. Board of County Commissioners - Donald Wright - for expert witness consulting services in the case of *David Gary Smith v. Board of County Commissioners of Tulsa County*, 16-cv-163-GKF-PJC, pending in the US District Court for the Northern District of Oklahoma; rate of \$100 per hour (Clerk's Misc. File No. 243351)
2. Board of County Commissioners - Duncan and Sons, LLC - for the Family Center for Juvenile Justice IDP Sanitary Sewer Relocation (Clerk's Misc. File No. 243352)
3. Board of County Commissioners - Program Management Group, L.L.C. - for implementation of the Vision Tulsa Program (Clerk's Misc. File No. 243353)
4. County Clerk - JD Young/Think Healthy Systems - for Filtered Water Systems, Renewal of CMF #240112 for FY 2017-2018 (Clerk's Misc. File No. 243384)
5. IT - AOS - for technical services (Clerk's Misc. File No. 243354)
6. IT - CDW - for Carbon Black, Inc. cloud and implementation services (Clerk's Misc. File No. 243355)
7. Parks - Pamela Butler for babysitting, CPR, AED and First Aid classes at Bixby Community Center from 12/11/17 to 6/30/18 (Clerk's Misc. File No. 243356)
8. Sheriff - Tulsa Public Schools - for educational services for qualified residential students placed in David L. Moss Correctional Facility (Clerk's Misc. File No. 243357)

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

Moved by Keith, seconded by Smaligo, to approve the request for approval from Purchasing of the Notice to Proceed to Duncan and Sons, LLC for the Family Center for

Juvenile Justice IDP Sanitary Sewer Relocation. Upon roll call, Keith, yes; Smaligo, yes; Peters, yes. Motion carried. (Clerk's Misc. File No. 243358)

Moved by Smaligo, seconded by Keith to approve the following Request to Advertise for Bids:

1. Sheriff - Detention Officer Uniforms (Clerk's Misc. File No. 243359)  
Bids to be received by 4:00 p.m. on 12/29/17 & to open 1/2/18 at 8:30 a.m.

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

Moved by Keith, seconded by Smaligo, to approve and authorize execution by the Chairman, the following Inventory Resolutions:

1. Building Operations - surplus; 2009 Chevrolet Colorado 2WD Ext Cab Pickup, VIN 1GCCS19E598110116, purch. 8/26/08 for \$13,838; 2008 Chevrolet Impala, VIN 2G1WB55K681344324, purch. 6/25/08 for \$15,875 (Clerk's Misc. File No. 243360)
2. Sheriff - junked; 2-Tasers X26E, SN X00-149455, X00-049007, purch. 7/2/04 for \$799.95 ea.; 2-X26 Tasers, SN X00-318057, X00-317870, purch. 10/2/07 for \$799.95 ea.; X26 Taser, SN X00-295069, purch. 8/9/07 for \$799.95 (Clerk's Misc. File No. 243362)
3. Sheriff - junked; X-26 Kit Yellow Taser, SN X00729062, purch. 12/1/14 for \$867; Speed Queen Washing Machine, SN 1212013979, purch. 4/24/13 for \$629 (Clerk's Misc. File No. 243363)
4. Sheriff - junked; Sony Mavica Digital Camera MVC-FD83, SN S010253852B, purch. 2/16/00 for \$645.85 (Clerk's Misc. File No. 243364)

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

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

1. City of Broken Arrow - to cross S. Garnett Road +/- 1/2 mile N. of the junction of 101st & Garnett and further described as 2500' N. of the SW/4 corner of Section 20, Township 18N, Range 14E by boring for 8" sewer line with 20" casing (Clerk's Misc. File No. 243365)
2. Washington County RWD #3 - to cross N. Sheridan Rd. +/- 3/8 miles north of the junction of 156th St. N. & Sheridan and further described as 1980' north of the SE/C of Section 15, Township 22N, Range 13E by boring for a 1" line with 1 1/4" casing (Clerk's Misc. File No. 243366)

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

Moved by Keith, seconded by Smaligo, to approve the following Travel/Training requests:

1. Human Resources - Kathy Burrows to SHRM Annual Conference from 6/17-20/18 in Chicago, IL; cost of \$3,800 (Clerk's Misc. File No. 243367)
2. OSU Extension - Michelle Bonicelli attended Poverty Simulation on 12/5/17 at Washington County Fairgrounds; cost of \$60 (Clerk's Misc. File No. 243368)
3. OSU Extension - Kenda Woodburn attended an emergency request to meet with blueberry, strawberry and blackberry grower who sells at Cherry Street Farmers Market that needed help identifying why her plants were dying on 11/29/17 in Inola, OK; cost of \$22.56 (Clerk's Misc. File No. 243369)

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

Moved by Smaligo, seconded by Keith, to approve the following Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
<u>Building Operations</u>			
Proffit, Boyd L. (Clerk's Misc. File No. 243370)	Resignation		12/1/17
<u>Highways</u>			
Martinez, Richie	Transfer to Highway District #1	\$2,473.13	12/1/17
Martinez, Richie	Transfer and Promotion 10% incr.	\$2,720.44	12/1/17
Sinnett, Hershell R. (Clerk's Misc. File No. 243371)	Discharge		11/28/17
<u>Parks</u>			
Baser, Bonnie	Pay Increase	\$8.00/hr.	12/21/17
Brinlee, Christopher	Part Time/Change Org. to 10002575-505030	\$8.00/hr.	12/5/17
Clark, Miya	Part Time/Change Org. to 10002575-505040	\$8.00/hr.	12/5/17
Lockhead, Robert (Clerk's Misc. File No. 243372)	Part Time/Change Org. to 10002575-505030	\$8.00/hr.	12/5/17

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

Moved by Keith, seconded by Smaligo, to accept and file the following Juvenile

Bureau Documents:

Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
Hilliard, Reginald	FMLA and Workers Comp	\$4,077.46	11/30/17
Palmer, Alex	Resignation		11/28/17
Fox, Alexandria (Clerk's Misc. File No. 243377)	Regular Appt./Change Org. To 26003900-505010	\$2,130.60	12/1/17

Travel/Training:

1. Elfreda Buckley and Clifford Criddle to Medical Administration Technician training on 12/8/17 and from 12/13-14/17 at Tulsa Technology Center; cost of \$133 (Clerk's Misc. File No. 243378)

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

Moved by Smaligo, seconded by Keith, to accept and file the following CC Health

Documents:

Agreements:

1. Swift Staffing Solutions, LLC - for temporary staffing of dental assistant from 10/16/17 to 10/15/18; cost of \$6,000, approximate total based on \$24.46/hr. (Clerk's Misc. File No. 243379)
2. Trust for America's Health - for Speaker/Facilitator for Board of Health Retreat from 2/1/18 to 2/28/18; cost of \$2,500 max. (Clerk's Misc. File No. 243380)

Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
Henrichs, Amanda	New hire; regular full time	\$3,354.96	12/1/17
Gilton, Denise	New hire; regular full time	\$3,340.38	12/1/17
Clemons, Renita	New hire; regular full time	\$3,340.38	12/1/17
Barnes, Sharon	Salary adj.; PDIP #2	\$3,416.83	12/1/17
Kupiec, Heaven	Salary adj.; PDIP #2	\$3,487.51	12/1/17
Maxey, Heather	Salary adj.; PDIP #2	\$3,806.62	12/1/17
Robison, Kayla	Salary adj.; PDIP #2	\$3,202.61	12/1/17
Rogers, Monica	Salary adj.; end of probation (2% incr.)	\$4,855.20	12/1/17

(Clerk's Misc. File No. 243381)

Travel/Training:

1. Ragina Iverson attended CPR Renewal Class on 11/30/17 in Broken Arrow, OK; cost of \$40
2. Bridget Parra and Charley Daniel to Shape America 2018 National Convention & Expo from 3/19-25/18 in Nashville, TN; cost of \$3,997
3. Chanteau Orr to take Spanish II; Spring 2018, Tulsa Community College; cost of \$403.01

(Clerk's Misc. File No. 243382)

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

Moved by Keith, seconded by Smaligo, to cancel and disallow the following purchase order:

PO#	Vendor	Warrant #	Amount	Clerk's Misc. File #
1809856	West Publishing Corp	522170	\$166.54	243383

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

Moved by Smaligo, seconded by Keith, to approve and authorize execution by the Commission, the claims, (payments for bills to be paid from 11/27-12/1/17) 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, Keith, yes; Smaligo, yes; Peters, yes. Motion carried.

Moved by Keith, seconded by Smaligo, to approve and authorize execution by the Commission, Blanket Purchase Orders and Emergency Purchase Orders submitted from 12/4-8/17. Upon roll call, Keith, yes; Smaligo, yes; Peters, 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 Keith, seconded by Smaligo, that this meeting be adjourned. Upon roll call, Keith, yes; Smaligo, yes; Peters, yes. Motion carried.