

APPROVED
2/22/2022

MINUTES
Monday, February 14, 2022

I. CALL TO ORDER

The Board of County Commissioners (BOCC) met at the hour of 9:30 a.m., with the following members present: Interim Commissioner Vicki Adams, Chief Deputy Michael Craddock and Commissioner Karen Keith. Others present: County Clerk Second Deputy Traci Scullawl representing County Clerk Michael Willis.

Karen Keith, Chairman, called the meeting to order at 9:30 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, Tulsa City-County 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. MINUTES

A. Board of County Commissioner's Meeting of February 7, 2022

Motion made by Vicki Adams, seconded by Michael Craddock, to approve the minutes. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

IV. REPORTS

A. Elected Officials:

1. Assessor - Monthly Revolving Fund for 1/2022 (Clerk's Misc. File No. 20220202)
2. County Clerk - Monthly for 1/2022 (Clerk's Misc. File No. 20220203)
3. Court Clerk - Monthly for 1/2022 (Clerk's Misc. File No. 20220204)
4. Treasurer - Depository Summary of Daily Analysis for 1/2022 (Clerk's Misc. File No. 20220205)

B. Employees' Retirement System of Tulsa County - Quarterly Plan Assets and Changes in Assets for 12/2021 (Clerk's Misc. File No. 20220206)

Motion made by Michael Craddock, seconded by Vicki Adams, to approve and authorize execution, as needed. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

V. UNFINISHED BUSINESS

A. Bid Openings - Engineers:

1. On-Call Surveying Services
 - a. CEC Corporation (Clerk's Misc. File No. 20220249)

- b. Encompass LLC (Clerk's Misc. File No. 20220250)
- c. Geodeca LLC dba Geodeca Land Surveying Co. (Clerk's Misc. File No. 20220251)
- d. Guy Engineering Services, Inc. (Clerk's Misc. File No. 20220252)
- e. Meshek & Associates LLC (Clerk's Misc. File No. 20220253)
- f. Tanner Consulting LLC (Clerk's Misc. File No. 20220254)
- g. The Schemmer Association, Inc. (Clerk's Misc. File No. 20220255)
- h. Universal Surveying & Mapping LLC (Clerk's Misc. File No. 20220256)

Motion made by Michael Craddock, seconded by Vicki Adams, to refer the bids to Engineers and Procurement for analysis, review and recommendation on February 22, 2022. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

2. Road Materials

- a. Anchor Stone Company (Clerk's Misc. File No. 20220257)
- b. APAC-Central, Inc. (Clerk's Misc. File No. 20220258)
- c. Asphalt Producers, Inc. (Clerk's Misc. File No. 20220259)
- d. Core & Main LP (Clerk's Misc. File No. 20220260)
- e. Craftco Inc. (Clerk's Misc. File No. 20220261)
- f. Dub Ross Company, Inc. - (Clerk's Misc. File No. 20220262)
- g. Dunham Asphalt Services Inc. (Clerk's Misc. File No. 20220263)
- h. Ergon Asphalt & Emulsion (Clerk's Misc. File No. 20220264)
- i. Fensco Inc. (Clerk's Misc. File No. 20220265)
- j. FOSMF LLC dba Oklahoma Precast (Clerk's Misc. File No. 20220266)
- k. Raymond B. Morton, dba Morton Materials LLC (Clerk's Misc. File No. 20220267)
- l. NSG Logistics LLC dba Nebraska Salt & Grain (Clerk's Misc. File No. 20220268)
- m. Scotwood Industries LLC (Clerk's Misc. File No. 20220269)
- n. Tulsa Asphalt LLC (Clerk's Misc. File No. 20220270)
- o. Unique Paving Materials Corp. (Clerk's Misc. File No. 20220271)
- p. Vance Brothers Inc. (Clerk's Misc. File No. 20220272)
- q. Wright Asphalt Products Company LLC (Clerk's Misc. File No. 20220273)

Motion made by Vicki Adams, seconded by Michael Craddock, to refer the bids to Engineers and Procurement for analysis, review and recommendation on February 22, 2022 Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

- B. Addendum - (TC Departments) - #1 to notice to bidders for Print Cartridges to open 2/22/2022 to provide answers to vendor questions (Clerk's Misc. File No. 20220207)

Motion made by Michael Craddock, seconded by Vicki Adams, to approve the addendum. Upon roll call, Yes - None. No - None. Abstain - None. Motion carried.

C. Amendments

1. Court Services - #1 to Siemens Healthcare Diagnostics, Inc., Master Equipment and Products Agreement, CMF #20212564, to add Assays to the current equipment and products agreement (Clerk's Misc. File No. 20220208)
2. Highways - #3 to the award for Reflective Sign Sheeting, to 3M Company, CMF #247931, most recent renewal CMF #20210725, to exercise the option to extend the award for an additional one-year beginning May 29, 2022 with no changes to the terms (Clerk's Misc. File No. 20220209)
3. Engineers - #5 to the award for Mowing of County Levees, to MTS Brush Hogging Dozer and Lawn, LLC., CMF #244480, most recent renewal CMF #20210581, to renew for an additional one-year beginning May 1, 2022 with no changes to the terms (Clerk's Misc. File No. 20220210)

Motion made by Vicki Adams, seconded by Michael Craddock, to approve and authorize execution by the Chairman. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

VI. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 2/22/2022 (Clerk's Misc. File No. 20220211)

Motion made by Michael Craddock, seconded by Vicki Adams, to approve the gasoline and diesel fuel quotes. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

- B. Memorandum of Understanding - (Court Clerk) - City of Broken Arrow, for satellite office to provide marriage certificates and licenses, clergy licenses, and civil and family filings through 12/31/2022 (Clerk's Misc. File No. 20220212)

Motion made by Vicki Adams, seconded by Michael Craddock, to approve and authorize execution by the Chairman. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

- C. Requests for Approval

1. Board of County Commissioners:
 - a. City of Broken Arrow - Temporary Construction Easement for construction of sewer improvements for the Haikey Creek Interceptor, Phase 1 (Clerk's Misc. File No. 20220213)

Motion made by Michael Craddock, seconded by Vicki Adams, to approve and authorize execution by the Chairman. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

- b. Stava Building Corporation - of Certificate of Substantial Completion for Ray Jordan Administration Building reached on 1/18/2022 and Punchlist (Clerk's Misc. File No. 20220214)

Motion made by Michael Craddock, seconded by Vicki Adams, to approve and authorize execution by the Chairman. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

2. Engineers:
 - a. Acceptance of Right of Way Easement in Tulsa County from Keith Burd and Dana Burd (LS-21423) (Clerk's Misc. File No. 20220215)
 - b. Documented Categorical Exclusion (DCE) for Grade, Drain, Bridge and Surface: County Road W. 121st St. S. from US-75 to Elwood Avenue, Tulsa

County, ODOT District 8 PROJECT NO. J3-3567(004)CI, JOB PIECE
NUMBER 33567(04) (Clerk's Misc. File No. 20220216)

Motion made by Vicki Adams, seconded by Michael Craddock, to approve and authorize execution by the Chairman. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

3. Parks - of \$10,000 donation from Tulsa Drillers Inc., for North Tulsa Youth Baseball League for the 2022 season (Clerk's Misc. File No. 20220217)

Motion made by Michael Craddock, seconded by Vicki Adams, to approve the donation. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

4. Procurement - Granting signature authority for email domain ownership with Amazon (Clerk's Misc. File No. 20220218)

Motion made by Vicki Adams, seconded by Michael Craddock, to approve the signature authority. Upon roll call, Yes - None. No - None. Abstain - None. Motion carried.

5. Social Services - to add one vehicle to fleet (Clerk's Misc. File No. 20220219)

Motion made by Michael Craddock, seconded by Vicki Adams, to approve the request. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

D. Resolutions

1. Board of County Commissioners - Amending the amount of the transfer of Vision Tulsa Capital Improvements Program sales tax proceeds for HQ 4th Floor Training Center Computer Replacement, CMF #20220181, from \$31,365.44 to \$31,355.38 (Clerk's Misc. File No. 20220220)

2. Engineers:

- a. to declare the cancelation of the project agreement and related improvements at South 185th East Ave. over Broken Arrow Creek, approximately 0.5 miles west of Wagoner County & 01 mile south of E. 121st St., AKA BR 817 Project number STP-0609(004)CI, State Job Piece Number 30609(04), CMF #20211750, and removal of the Project from the Tulsa County Improvements Plan (Clerk's Misc. File No. 20220221)
- b. authorizing the filing of the The Meadows plat. This plat meets all the requirements for filing of plats under Title 19 O.S., Section 288.1 of the Oklahoma Statutes (Clerk's Misc. File No. 20220222)

Motion made by Vicki Adams, seconded by Michael Craddock, to approve and authorize execution, as needed. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

E. Agreements

1. Administrative Services - ImageNet Consulting, LLC, for 60 month lease and service of a Canon IR ADV DX C3835I copier located at 218 W 6th St, Ste. 251, Tulsa, Oklahoma 74119; monthly lease of \$187 and applicable overage fees (Clerk's Misc. File No. 20220223)
2. County Clerk - Workman Forensics, LLC, for the review of initial documents to prepare the scope of work or "case plan" (Clerk's Misc. File No. 20220224)
3. Employees' Retirement System of Tulsa County - Phillips Murrah P.C., for qualified legal consultant on matters regarding the operations of the Employees' Retirement System of Tulsa County
4. Engineers - Wagoner County Rural Water District #4 for jointly planned waterline relocations at 51st & 193rd Roundabout (Clerk's Misc. File No. 20220225)

5. Parks - Myers-Cherry Construction, LLC, for Project Performance for the Tulsa Herd at LaFortune Park awarded 1/10/2022, CMF# 20220040 (Clerk's Misc. File No. 20220226)
6. Sheriff - Lily Architects for Sheriff Office Campus:
 - a. Administration and Operations Building
 - b. Maintenance Building
7. Tulsa Area Emergency Management Agency - Public Service Company of Oklahoma, for electrical services to straighten the siren pole at the Fairgrounds (Clerk's Misc. File No. 20220227)

Motion made by Vicki Adams, seconded by Michael Craddock, to defer items 3 and 6. Upon roll call, Yes- Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

Motion made by Vicki Adams, seconded by Michael Craddock, to approve items 1, 2, 4, 5 and 7. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

F. Agreement Renewals - Highway Construction

1. ImageNet Consulting, LLC, for renewal of CMF #20211211-A for FY 2022-2023 (Clerk's Misc. File No. 20220228)
2. JD Young, Inc., for renewal of CMF #20212031 for Fiscal Year 2022-2023 (Clerk's Misc. File No. 20220229)
3. Xerox, for renewal of CMF #20212324 for Fiscal Year 2022-2023 (Clerk's Misc. File No. 20220230)

Motion made by Michael Craddock, seconded by Vicki Adams, to approve and authorize execution by the Chairman. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

G. Request to Advertise for Qualifications - (Board of County Commissioners) - Courthouse Renovation Program Manager (Clerk's Misc. File No. 20220231)

Motion made by Vicki Adams, seconded by Michael Craddock, to approve the request to advertise for qualifications. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

H. Inventory Resolutions

1. County Clerk - junked; computer equipment (Clerk's Misc. File No. 20220232)
2. Public Defender - junked; office equipment and furniture (Clerk's Misc. File No. 20220233)

Motion made by Michael Craddock, seconded by Vicki Adams, to approve and authorize execution by the Chairman. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

I. Sole Sources

1. Court Services - Siemens Healthcare Diagnostics, for SYVA EMIT Reagents, which utilize homogenous enzyme immunoassay technology for Drugs-of-Abuse Testing and Therapeutic Drug Monitoring, and the Viva-PROE Drug Testing System, including the AU480, DxC AU700 and AU5800 series of high-volume instrument platforms (Clerk's Misc. File No. 20220234)
2. Engineers - CitiTech Systems, Inc., for CitiTech Management Software (CMS), maintenance, updates and support (Clerk's Misc. File No. 20220235)

3. Tulsa CC Health Department
 - a. Accelerated Technologies Laboratories, Inc., for Sample Master Laboratory Information Management System (LIMS) software, support, training, future upgrades, service packs, customization and instrument integration for Sample Master (LIMS) (Clerk's Misc. File No. 20220236)
 - b. Teledyne Tekmar Instrument, for the TOC Fusion Analyzer, parts and components (Clerk's Misc. File No. 20220237)
4. Sheriff - Black Creek Integrated Systems Corporation, goods, maintenance and services related to the David L. Moss correctional center touchscreen security control system (Clerk's Misc. File No. 20220238)

Motion made by Vicki Adams, seconded by Michael Craddock, to approve and authorize execution by the Chairman. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

J. Utility Permits - Engineers:

1. Cox Communications - to cross & parallel E. 63rd St. N. approximately 0.19 mi. W. of the N. Peoria Ave. (Hwy 11) & E. 63rd St. N. (Clerk's Misc. File No. 20220239)
2. Oklahoma Natural Gas:
 - a. to cross W. 118th St. S. approximately 0.35/0.98 mi. N/W of the US-75 & SH-117 junction (Clerk's Misc. File No. 20220240)
 - b. to cross/parallel E. 118th St. N. / N. Memorial Dr. approximately 2. 77/2.01 mi. S/E of the US-75 & SH-20 junction (Clerk's Misc. File No. 20220241)

Motion made by Michael Craddock, seconded by Vicki Adams, to approve and authorize execution by the Chairman. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

K. Travel/Training

1. Human Resources - Savannah Crandall to the 2022 Innovate Conference presented by OKHR from 4/4-7/2022 in Tulsa, OK; cost of \$450 (Clerk's Misc. File No. 20220242)
2. Inspections - Kerrick Edenborough to 2022 Basic Code Certification Class in Oklahoma City, OK from 2/16-18/2022; cost of \$200, and use of a County vehicle (Clerk's Misc. File No. 20220243)

Motion made by Vicki Adams, seconded by Michael Craddock, to approve the travel/training. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

L. Tulsa City-County Health Department Documents to Accept & File

1. Agreement - University of Delaware, for Assist in consulting & training professionals using ABC model, from 11/12/2021-11/12/2022; cost of \$10,000 (Clerk's Misc. File No. 20220244)
2. Travel/Training (Clerk's Misc. File No. 20220245)

Motion made by Michael Craddock, seconded by Vicki Adams, to accept and file the Tulsa Health Department documents. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

M. Claims to be Disallowed (payments cancelled as of 2/7-2/11/2022)

There were no claims to be disallowed.

N. Claims (payments for bills to be paid by 1/31-2/4/2022)

Motion made by Vicki Adams, seconded by Michael Craddock, to approve and authorize execution by the Commission. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

O. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 2/7-2/11/2022

Motion made by Michael Craddock, seconded by Vicki Adams, to approve and authorize execution by the Commission. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

P. Consideration and Approval of Construction Program Payments

1. Vision Tulsa County (Clerk's Misc. File No. 20220246)

Motion made by Vicki Adams, seconded by Michael Craddock, to approve the Vision Tulsa County payment. Upon roll call, Yes - None. No - None. Abstain - None. Motion carried.

Q. Zoning Application Hearing and Possible Action - (Tulsa Metropolitan Area Planning Commission) - CZ-527 & TCCP-8 Resolution No. 2857:1034 Applicant: Olsson, Inc., Owner: Bird Creek Ranch PL & Guy Pickard Trust, Location: North of the northeast corner of East 76th Street North and North Yale Avenue (Whirlpool Drive). The request is to rezone 5.7 ± acres from AG to IM to permit industrial uses on the subject lot. On meeting date of January 5, 2022, TMAPC voted 6-0-0 to recommend that the County Commission Approve rezoning of 5.7 ± acres from AG to IM. TCCP-8: Resolution No. 2857:1034 (related to CZ-527) Amendment to the Tulsa Metropolitan Area Comprehensive Land Use Plan designation from Agricultural to Industrial at a property located on the North of the northeast corner of East 76th Street North and North Yale Avenue (Whirlpool Drive). This request is accompanied by a concurrent rezoning request (CZ-527), which proposes a zoning change on the subject tract from AG to IM in order to allow for the development of a new industrial project. TMAPC voted 6-0-0 to adopt and recommend that the County Commission approve Resolution No. 2857:1034 (Clerk's Misc. File No. 20220247)

Motion made by Vicki Adams, seconded by Michael Craddock, to enter into public hearing at 9:42 a.m. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

Jay Hoyt, representing INCOG presented the zoning application. There were no members of the public who wished to speak.

Motion made by Vicki Adams, seconded by Michael Craddock, to close the public hearing at 9:44 a.m. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

Motion made by Michael Craddock, seconded by Vicki Adams, to approve Zoning Application CZ-527 and TCCP-8 Resolution No. 2857:1034, as presented. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

R. 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.

S. Discussion and possible action approving the appropriation and use of funds received from the U.S. Department of Treasury under the, 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 (Clerk's Misc. File No. 20220248)

Motion made by Michael Craddock, seconded by Vicki Adams, to approve the appropriation. Upon roll call, Yes - Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

T. Executive Session - (District Attorney) - Requested by Nicholas Williams - Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the

Board and its attorney, Jay McAtee, for the purpose of confidential communications concerning a pending claim, to-wit *John Harris, Workers' Compensation Court No. CM-3A-2022-00556H*, 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 Vicki Adams, seconded by Michael Craddock, to defer the Executive Session until 2/22/2022. Upon roll call, Yes- Vicki Adams, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

U. Discussion and Possible Action Regarding Executive Session Item

VII. NEW BUSINESS

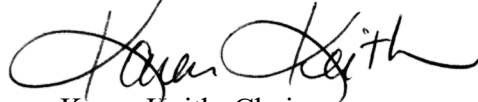
In accordance with the Open Meeting Act, Title 25 O.S. § 311.A.10, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

There was no new business.

VIII. ADJOURN

Motion made by Michael Craddock, seconded by Vicki Adams, to adjourn the meeting. Upon roll call, Yes - None. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS


Karen Keith, Chairman

ATTEST:





Michael Willis, Tulsa County Clerk