

MINUTES
Monday, April 18, 2022

APPROVED
4/25/2022

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

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

II. Proclamation

- A. Proclaiming April 20, 2022, in Tulsa County as ONEOK's EnviroExpo Day (Clerk's Misc. File No. 20220631)

Motion made by Stan Sallee, seconded by Vicki Adams, to approve the Proclamation. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

III. 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.

IV. MINUTES

- A. Board of County Commissioner's Meeting of April 11, 2022

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

V. REPORTS

- A. Elected Officials:

1. County Clerk Budget Division - E-911 Quarterly (Clerk's Misc. File No. 20220632)
2. Court Clerk:
 - a. Month ending March 2022 (Clerk's Misc. File No. 20220633)
 - b. Records Management and Preservation Monthly for March 2022 (Clerk's Misc. File No. 20220634)

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

VI. UNFINISHED BUSINESS

- A. Bid Openings

1. Sheriff - RFQ - Construction Management - At Risk Services for the TCSO Administration Campus Build Out
 - a. CMSWillowbrook, Inc. (Clerk's Misc. File No. 20220671)
 - b. Key Construction Oklahoma, LLC (Clerk's Misc. File No. 20220672)
 - c. LDKC Inc. dba L D Kerns Contractors (Clerk's Misc. File No. 20220673)
 - d. Nabholz Construction Corporation (Clerk's Misc. File No. 20220674)
 - e. Stava Building LLC dba Stava Building Corporation (Clerk's Misc. File No. 20220675)
 - f. Thompson Construction, Inc. (Clerk's Misc. File No. 20220676)
 - g. Timberlake Construction Co., Inc. (Clerk's Misc. File No. 20220677)

Motion made by Stan Saltee, seconded by Vicki Adams, to refer the bids to Sheriff and Procurement for analysis, review and recommendation on 4/25/2022. Upon roll call, Yes - Vicki Adams, Stan Saltee, Karen Keith. No - None. Abstain - None. Motion carried.

B. Bid Awards & Recommendations:

1. Board of County Commissioners - Owner's Representative & Program Management Services RFQ for the Courthouse renovations - to ADG as the most qualified and responsive firm and recommends accepting their qualifications and enter into contract negotiations

Motion made by Stan Saltee, seconded by Vicki Adams, to defer the recommendation. Upon roll call, Yes- Vicki Adams, Stan Saltee, Karen Keith. No - None. Abstain - None. Motion carried.

C. Addendum - #1 to the Request to Advertise for Janitorial Supplies for the Sheriff, to provide answers to vendor submitted questions (Clerk's Misc. File No. 20220635)

Motion made by Vicki Adams, seconded by Stan Saltee, to approve the addendum. Upon roll call, Yes - Vicki Adams, Stan Saltee, Karen Keith. No - None. Abstain - None. Motion carried.

D. Amendments

1. Engineers - #1 to the agreement between the Board of County Commissioners on behalf of the Engineering Department for consultant services related to the purchasing of Right of Ways for miscellaneous roadway and bridge projects to Meshek & Associates, LLC CMF #20212606, for compensation of additional services and time for completion of additional services (Clerk's Misc. File No. 20220636)
2. TC Departments - #1 to the bid award for Correctional-Institutional Supplies to Acme Supply Co., LTD., Bob Barker Company, Inc., and Victory Supply, LLC, awarded on June 21, 2021, CMF #20211262, TC Procurement Department was notified by Victory Supply, Inc., regarding price increases direct from many of their manufacturers. TC Procurement request that the prices of the impacted items be raised. After evaluating, the current bid prices from other bid vendors, Victory Supply, Inc., still comes in lowest and best on the impacted items (Clerk's Misc. File No. 20220637)
3. Highways - #2 to the bid award for Rental of Construction Signs, Lights and Barricades to Advanced Workzone Services, LLC, CMF #20201079, renewed annually with the most recent renewal being approved on 4/5/2021, CMF #20210628, to exercise the option to renew the bid award for an additional one-year period beginning 5/18/2022 with no changes to the terms (Clerk's Misc. File No. 20220638)

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

VII. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 4/25/2022 (Clerk's Misc. File No. 20220639)

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

- B. Resolution on Disposition of Funds/Cash Fund Estimate of Needs (Clerk's Misc. File No. 20220640)

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

- C. Grant Application - (BOCC) - Substance Abuse and Mental Health Services Administration (SAMHSA), for mental health treatment organizations in Tulsa County to provide targeted services to children and youth most at risk for poor outcomes due to severe mental illness, in the amount of \$1 million per year for four years

Motion made by Vicki Adams, seconded by Stan Sallee, to strike the application. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

- D. Requests for Approval

1. Administrative Services - Timber Creek Paper for approval and execution of credit application (Clerk's Misc. File No. 20220641)
2. Engineers - to rescind the award to MTS Brush Hogging Dozer and Lawn, LLC., CMF #244480, for the Mowing of County Levees, renewed annually with the most recent renewal being approved 2/14/2022, CMF #20220210, as they are no longer to honor the bid prices (Clerk's Misc. File No. 20220642)
3. Social Services - to accept donations of food, medication and various items for 3/2022 (Clerk's Misc. File No. 20220643)

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

- E. Request for Public Hearing - (Drainage District #12) - to be held May 16, 2022 at 9:30 a.m. to discuss report and budget request for FY 2022-2023 in the sum of \$1,066,620 (Clerk's Misc. File No. 20220644)

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

- F. Resolutions

1. Administrative Services - Designating Beverly Elliott to replace Christina Capehart as Requisitioning Officer (Clerk's Misc. File No. 20220645)
2. Drainage District #12 - Designating Deena Dreves as Receiving Officer (Clerk's Misc. File No. 20220646)
3. Election Board - Designating Casey Reynolds as Receiving Officer (Clerk's Misc. File No. 20220647)
4. Highway District #1 - Designating Tom Maybee to replace Richie Martinez as Receiving Officer (Clerk's Misc. File No. 20220648)

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

5. Procurement:

- a. Designating Lisa Moore as Requisitioning Officer (Clerk's Misc. File No. 20220649)
- b. Designating Wendy Devine as Receiving Officer (Clerk's Misc. File No. 20220650)

6. Public Defender - Designating Glenda Roberts to replace Marci Jefferson as Receiving Officer (Clerk's Misc. File No. 20220651)

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

G. Agreements

1. Board of County Commissioners - Zamboni, LLC for Purchase and Sale of approximately 21 acres of land, building, and improvements located at 12000 E. Skelly Dr. S., Tulsa, Oklahoma 74128

Motion made by Stan Sallee, seconded by Vicki Adams, to defer the agreement. Upon roll call, Yes- Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

2. Engineers:

- a. James L. Rainwater, for the purchase of Easement at the West 40.00 feet of the North 233.00 feet of the North Half of the Southwest Quarter of the Northwest Quarter of the Northwest Quarter (N/2, SW/4, NW/4, NW/4) of Section 25, Township 22 North, Range 13 East, Tulsa County, Oklahoma, for Bridge Replacement in the amount of \$2,500 (Clerk's Misc. File No. 20220652)
- b. Jerry and Betty Brown, for the purchase of Easement at the North 75.00 feet of the South 130.00 feet of the Northwest Quarter of the Northwest Quarter of the Southwest Quarter of the Northwest Quarter (NW/4, NW/4, SW/4, NW/4) Section 25, Township 22 North, Range 13 East, Tulsa County, Oklahoma, for Bridge Replacement in the amount of \$650 (Clerk's Misc. File No. 20220653)
- c. Eric Ryan and Sherry Flynn, for purchase of Easement at the West 40.00 feet of the Northwest Quarter of the Northwest Quarter of the Southwest Quarter of the Northwest Quarter (NW/4, NW/4, SW/4, NW/4), less the North 60.00 feet and less the South 130.00 feet, Section 25, Township 22 North, Range 13 East, Tulsa County, Oklahoma, for Bridge Replacement, in the amount of \$650 (Clerk's Misc. File No. 20220654)
- d. Public Service Company of Oklahoma (PSO), for Client Solicitation No. 22- PS-3050 regarding electrical services beginning July 1, 2022 through June 30, 2023 (Clerk's Misc. File No. 20220655)

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

3. Sheriff:

- a. Oklahoma Department of Mental Health and Substance Abuse Services (ODMHSAS), for Alcohol Enforcement and Education from April 1, 2022 through June 30, 2022 (Clerk's Misc. File No. 20220656)
- b. Point & Pay, LLC, for the order of two (2) Card Reader Terminals located at 303 W. 1st, Tulsa, OK 74103; cost of \$250 (Clerk's Misc. File No. 20220657)

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

H. Agreement Renewals

1. County Clerk - Crawford & Associates for renewal of CMF #20210632 for FY 2022-2023 (Clerk's Misc. File No. 20220658)
2. Human Resources:
 - a. Gallagher Benefits Services, Inc., - Benefits Consulting for renewal of CMF #20210867 for FY 2022-2023 (Clerk's Misc. File No. 20220659)
 - b. McAtee and Cassody - Legal Counselor for Workers' Comp, for renewal of CMF #20212437 for FY 2022-2023 (Clerk's Misc. File No. 20220660)

- c. VSP - Vision Group Insurance, for renewal of CMF #20210873 for FY 2022-2023 (Clerk's Misc. File No. 20220661)

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

I. Inventory Resolutions - District Attorney:

1. retired; BTO HP 820 laptops and docking stations (Clerk's Misc. File No. 20220662)
2. junked; Dell C3760DN Color Laser Printer (Clerk's Misc. File No. 20220663)
3. retired; Fuji FI-6100 Scanners and FI-7030 desktop scanners (Clerk's Misc. File No. 20220664)

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

J. Requests to Advertise for Bids - (Engineering) - Replacement of Bridge 120 over Rock Creek with a box culvert (Clerk's Misc. File No. 20220665)

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

K. Claims to be Disallowed (payments cancelled as of 4/11-14/2022)

1. PO # 2208398 and # 2208399 Vendor: John Q Hammons RVOC TR Warrant #500053560 and #500053561 Amount Paid: \$100 each (Clerk's Misc. File No. 20220666)

Motion made by Stan Sallee, seconded by Vicki Adams, to cancel and disallow the claims. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

L. Claims (payments for bills to be paid by 4/4-8/2022)

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

M. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 4/11-14/2022

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

N. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20220667)
2. Vision Tulsa County (Clerk's Misc. File No. 20220668)

Motion made by Vicki Adams, seconded by Stan Sallee, to approve the construction payments. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

O. 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.

P. Executive Sessions - District Attorney:

1. Requested by Doug Wilson - Pursuant to 25 O.S. § 307 (B)(4), for the purpose of confidential communications concerning possible official action regarding a pending lawsuit, to-wit: *Logan v. Regalado*, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest.
2. Requested by James Rea - Pursuant to 25 O.S. § 307(B)(3), the Board may meet in Executive Session for purposes of discussing the purchase or appraisal of real property

Motion made by Stan Sallee, seconded by Vicki Adams, to go into Executive Session. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:48 a.m.

Motion made by Vicki Adams, seconded by Stan Sallee, to reconvene the regular meeting at 10:22 a.m. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

Q. Discussion and Possible Action Regarding Executive Session Items

1. Motion made by Vicki Adams, seconded by Stan Sallee, to grant settlement authority to Commissioner Sallee up to the amount discussed in Executive Session, to-wit: *Logan v. Regalado, et al., Case No. 20-cv-00303-GKF-SH, pending in the United States District Court for the Northern District of Oklahoma*. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20220669)
2. Motion made by Stan Sallee, seconded by Vicki Adams, to authorize the Chairman to sign the countered letter of intent to purchase the property located at 1200 E. Skelly Drive, Tulsa, OK 74128, and to authorize the District Attorney to instruct outside counsel to begin drafting the contract upon further instruction by the Chairman. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20220670)

VIII. 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.

IX. ADJOURN

Motion made by Stan Sallee, seconded by Vicki Adams, to adjourn the meeting. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS


Karen Keith, Chairman

ATTEST:


Michael Willis, Tulsa County Clerk