

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on May 11, 2023 at 3:58 p.m.)

MINUTES
Monday, May 15, 2023

APPROVED
5/22/2023

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 Karen Keith, Commissioner Stan Sallee and Commissioner Kelly Dunkerley. Others present: County Clerk Michael Willis, represented by Georgeann Hiebert.

Kelly Dunkerley, 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, Director of Governmental Affairs, Early Settlement, Election Board, Engineers, Highways, Human Resources, Information Technology, Inspections, Parks, Social Services, Procurement, Assessor, County Clerk, Court Clerk, Sheriff, Treasurer, District Attorney, Drainage District #12, Expo Square, Juvenile Justice, OSU Extension, Presiding Judge, River Parks Authority, Tulsa Area Emergency Management Agency, Chief Deputies and County Commissioners

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 May 8, 2023

B. Board of County Commissioner's Special Meeting of May 11, 2023

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

IV. REPORTS

A. Elected Officials:

1. Assessor - Revolving Fee for 4/2023 (Clerk's Misc. File No. 20230715)

2. County Clerk - Monthly for 4/2023 (Clerk's Misc. File No. 20230716)

3. Court Clerk:

a. Monthly for 4/2023 (Clerk's Misc. File No. 20230717)

b. Monthly Records Management and Preservation for 4/2023 (Clerk's Misc. File No. 20230718)

4. Treasurer - Depository Summary of Daily Analysis for 4/2023 (Clerk's Misc. File No. 20230719)

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

B. County Department - (Election Board) - Monthly for 4/2023 (Clerk's Misc. File No. 20230720)

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

V. UNFINISHED BUSINESS

A. Bid Openings

1. Sheriff - Security Glass
 - a. AAA Glass & Mirror of Oklahoma (Clerk's Misc. File No. 20230721)
 - b. Cornerstone Detention Products, Inc. (Clerk's Misc. File No. 20230722)
 - c. Sweeper Metal Fabricators Corp. (Clerk's Misc. File No. 20230723)

Motion made by Stan Sallee, seconded by Karen Keith, to refer the bids to Sheriff and Procurement for analysis, review and recommendation on 5/22/2023. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

B. Bid Awards & Recommendations - Request for Qualifications:

1. Parks - Architect & Engineering Services for O'Brien Park Improvements
2. TC Departments - Roof Consulting Services

Motion made by Karen Keith, seconded by Stan Sallee, to defer the recommendations. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

C. Addendums

1. Engineers - #1 to the request to advertise for Traffic Signal Equipment and Parts to provide answers to vendor questions (Clerk's Misc. File No. 20230724)
2. Highways - #1 to the request to advertise for Rental of Constructions Signs, Lights, and Barricades to provide answers to vendor questions (Clerk's Misc. File No. 20230725)
3. Sheriff - #1 to the request to advertise for Janitorial Supplies to provide answers to vendor questions (Clerk's Misc. File No. 20230726)
4. TC Departments - #1 to the request to advertise for Correctional Institutional Supplies to provide answers to vendor questions (Clerk's Misc. File No. 20230727)

Motion made by Stan Sallee, seconded by Karen Keith, to approve the addendums. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

D. Amendments

1. Sheriff - #4 to the agreement with Thompson Construction, Inc., CMF #20221069, for the construction of the Quarter Master, to include the Guaranteed Maximum Price not to exceed \$424,882, bringing the total project sum to not exceed \$9,012,735.65 (Clerk's Misc. File No. 20230728)
2. TC Departments - #1 to the award for Vehicle Lubricants and Antifreeze awarded to Crow Burlingame Co., dba Bumper to Bumper, CMF #20222180, to exercise the option to renew the bid for an additional six-month period beginning 7/19/2023, with no changes to the terms (Clerk's Misc. File No. 20230729)

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

E. Change Orders

1. Building Operations - #1 to the agreement with Mid-Continental Restoration Co., Inc., for Inspection and Reinstallation of Masonry for Tulsa County Courthouse, CMF# 20221976, for credit for the deduction of unused panel stabilization. The contract sum will be decreased by \$8,068 which is within the allowable amount for change orders for this project per Okla. Stat. tit. 61. The revised total contract sum is \$29,821 (Clerk's Misc. File No. 20230730)

2. Sheriff - #20 to the agreement with Thompson Construction, Inc., for the Build-Out of the Tulsa County Sheriff's Administration Headquarters, CMF# 20221069, to install 1200S162-97 headers at three openings in lieu of HSS. The contract time frame is unaffected by this change order. The contractual contingency fund sum will be decreased by \$3,500.33 and does not alter the guarantee maximum price for the contract (Clerk's Misc. File No. 20230731)

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

- F. Public Hearing - (Drainage District #12) - to Discuss Report and Budget Request in the amount of \$1,091,299 for FY 2023-2024 (Clerk's Misc. File No. 20230732)

Motion made by Stan Sallee, seconded by Karen Keith, to enter into a public hearing at 9:40 a.m. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

There were no members of the public who wished to speak.

Motion made by Karen Keith, seconded by Stan Sallee, to close the public hearing at 9:41 a.m. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

Motion made by Karen Keith, seconded by Stan Sallee, to approve the report and the budget for FY 2023-2024 as requested. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

VI. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending May 22, 2023 (Clerk's Misc. File No. 20230714)

Motion made by Stan Sallee, seconded by Karen Keith, to approve the fuel quotes. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

- B. Resolution on Disposition of Funds/Cash Fund Estimate of Needs (Clerk's Misc. File No. 20230733)

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

- C. Requests for Approval

1. Board of County Commissioners - Lease Termination Agreement and Release with Louis Drapp regarding termination of the Building Lease Agreement, located at 2828 W. 51st St., Tulsa, Oklahoma, CMF #20210381

Motion made by Karen Keith, seconded by Stan Sallee, to defer the lease termination. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

2. Building Operations - Public Service Company of Oklahoma, to accept a rebate for the installation of new lighting at Chandler Park Community Center Gym (Clerk's Misc. File No. 20230734)
3. Engineers - Oklahoma Department of Transportation settlement and claim for payment of right-of-way required for the BR 218 over Snake Creek bridge replacement project, State Project No. JP 30132(05), assigned to The Jared Redyke Revocable Trust, in the amount of \$21,500 (Clerk's Misc. File No. 20230735)
4. Human Resources:
 - a. of donations made by Allstate Insurance, Atlantic American Employers Benefits, BOKF, Delta Dental, Community Care, Voya, AJ Gallagher, and VSP, including gift cards, coffee mugs, koozies, and designer sunglasses; approximate value of \$1,000 (Clerk's Misc. File No. 20230736)

- b. to encumber all four quarters of the Multiple Injury Trust Fund (MITF) at the beginning of the fiscal year. The payments are due quickly at the end of each quarter, September 30th, December 31st, March 30th, and June 30th. After each quarter, the MITF assessment report will be submitted to the BOCC agenda for approval and signature before issuing payment (Clerk's Misc. File No. 20230737)
5. INCOG - of adoption the Tulsa County HOME Consortium and Tulsa County CDBG Urban County FY2023 annual action plan and 2023-2027 consolidated plan and required certifications, and authorize submittal to HUD. The 2023 Annual Action Plan allocations for project activities for HOME Consortium Funds: \$1,243,349, including administration fee of \$124,334, and for CDBG Urban County Funds: \$1,457,941, including administration fee of \$218,396 (Clerk's Misc. File No. 20230738)
6. Parks - of Notice to Proceed to Flintco, for Construction Management of Case Tennis Center Indoor Tennis Courts at LaFortune Park, CMF #20230655 (Clerk's Misc. File No. 20230739)

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

D. Agreements

1. Assessor - West Publishing Corporation, dba Thomson Reuters, for a twelve-month subscription license to Gvt – National Primary Core at a monthly rate of \$198.75 (Clerk's Misc. File No. 20230740)
2. Board of County Commissioners:
 - a. City of Sapulpa, for fiscal year 2022 Tulsa County CDBG Urban County funds in the amount of \$130,547.05 for replacement of 8-inch sewer lines on North Mounds Street, West Hobson and West Monterey Avenue, for the installation of new manholes along East Bryan Avenue and South Poplar Street, and replacement of existing manholes between South Park Street and South Elm Street in the Center of East McKinley Avenue (Clerk's Misc. File No. 20230741)
 - b. Community Action Resource and Development (CARD) for CARD to administer the Metropolitan Tulsa HOME Consortium program that will assist income-eligible home buyers with down payment and closing costs (Clerk's Misc. File No. 20230742)
3. Engineers:
 - a. Cherokee Pride Construction, Inc., for Haikey Creek Levee Retaining Wall Replacement, CMF #20230583, for project performance (Clerk's Misc. File No. 20230743)
 - b. City of Tulsa, to enable cooperation and to combine existing resources for continuing maintenance and repairs on county roads and bridges, which are located, in whole or part, within city limits from 7/1/2023 - 6/30/2024 (Clerk's Misc. File No. 20230744)
4. Human Resources - Navigate Wellness, LLC, dba Navigate Wellbeing Solutions, for licenses that allow users to participate in wellness education, health challenges, and tracking services through an online, web-based from 7/2/2023 - 6/30/2024 (Clerk's Misc. File No. 20230745)

5. Juvenile Bureau - City of Tulsa, for operation and utilization of the Tulsa Area Community Intervention Center from 7/1/2023 - 6/30/2024 (Clerk's Misc. File No. 20230746)

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

6. Parks:
 - a. Cyntergy AEC, LLC - Architectural and Engineering Services for the HVAC Systems Replacement (Clerk's Misc. File No. 20230747)
 - b. Eudomar Rivera, for use of Buddy LaFortune Community Center to provide Karate classes on Mondays, Tuesdays, and Thursdays from 5:00 to 8:00 p.m. and Saturdays from 1:00 to 3:00 p.m. from 5/15/2023 - 4/14/2024; 20% of paid enrollment (Clerk's Misc. File No. 20230748)
 - c. Ladies of Elegance, for use of an indoor facility at O'Brien Park to hold a dance showcase fundraiser on 5/20/2023 from 9:00 a.m. to 2:00 p.m.; fee of \$507 (Clerk's Misc. File No. 20230749)
 - d. RumbleDrum, LLC, for use Chandler Park Pavilion 1 to hold an employee picnic on 5/20/2023 from 11:00 a.m. to 3:00 p.m.; fee of \$600 (Clerk's Misc. File No. 20230750)
7. Sheriff:
 - a. CoxCom, LLC
 - 1) for television service located at 300 N. Denver, account #186-72238401, at a monthly rate of \$259.76 through 6/30/2024 (Clerk's Misc. File No. 20230751)
 - 2) for television and internet service located at 303 W. 1st St., account #186-64512001, at a monthly rate of \$378.58 through 6/30/2024 (Clerk's Misc. File No. 20230752)
 - 3) for internet service for HSI located at 300 N. Denver, account #186-64816702, at a monthly rate of \$78.99 through 6/30/2024 (Clerk's Misc. File No. 20230753)
 - 4) for internet service located at 300 N. Denver, account #186-69268501, at a monthly rate of \$78.99 through 6/30/2024 (Clerk's Misc. File No. 20230754)
 - 5) for internet service for Black Creek Integrated Software located at 300 N. Denver, account #186-71045501, at a monthly rate of \$78.99 through 6/30/2024 (Clerk's Misc. File No. 20230755)
 - b. First Responder Support Services, PLLC, for an independent contractor that will provide certain behavioral services to TCSO employees from 7/1/2023 - 6/30/2024; monthly fee of \$12,324.38 (Clerk's Misc. File No. 20230756)
 - c. Watch Systems, LLC, dba OffenderWatch, for the renewal of the web-based software called OffenderWatch from 7/1/2023 - 6/30/2024; cost of \$11,930.64 (Clerk's Misc. File No. 20230757)
8. Tulsa Area Emergency Management Agency (TAEMA) - Epic Office Solutions for lease of Epson T7270 Plotter with unlimited ink cartridges for the duration of the lease at a monthly rate of \$127, for a period of one year beginning upon acceptance (Clerk's Misc. File No. 20230758)

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

E. Agreement Renewals

1. OSU Extension - MCJ Services, LLC, for renewal of CMF #20221009 for FY2023-2024 (Clerk's Misc. File No. 20230759)
2. Treasurer:
 - a. Blue Law Firm, PC, for renewal of CMF #20221022 for FY 2023-2024 (Clerk's Misc. File No. 20230760)
 - b. Business Imaging Systems, for renewal of CMF #20221023 for FY 2023-2024 (Clerk's Misc. File No. 20230761)
 - c. Holder's Total Security - for renewal of CMF #20221024 for FY 2023-2024 (Clerk's Misc. File No. 20230762)

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

F. Inventory Resolutions

1. Highways:
 - a. Asset Disposal - junked; vehicle (Clerk's Misc. File No. 20230763)
 - b. Asset Transfer - to TAEMA; Drone (Clerk's Misc. File No. 20230764)
2. Juvenile Bureau - Request to Surplus; vehicle (Clerk's Misc. File No. 20230765)

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

G. Sole Sources - Sheriff:

1. CommSys, Inc., - The Monitoring Association (TMA) owns and operates the "ASAP Service," a system for delivering commercial monitored alarms to the PSAP Computer Aided Dispatch systems. TMA requires that a PSAP recognized consultant is required for training and implementation. Currently, the only recognized consultant for new PSAP training and implementation is Bill Hobgood through CommSys, Incorporated (Clerk's Misc. File No. 20230766)
2. PortionPac Chemical Corporation, for the CorrectPac System (Clerk's Misc. File No. 20230767)

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

- H. Utility Permit - (Engineers) - Oklahoma Natural Gas Company, for the crossing of E. 107th St. N. approximately 0.88 miles S. & 3.31 miles W. of the US Hwy 169 & ST Hwy 20 junction (Clerk's Misc. File No. 20230768)

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

- I. Claims to be Disallowed (payments cancelled as of 5/8-12/2023) - Turn Key Health Clinics (Clerk's Misc. File No. 20230769)

Fund #:	PO #:	Vendor Name/Number:	Warrant #:	Amount Paid:
700	104878	Turn Key Health Clinics (03415)	500064363	\$10,797.99
365	116052	Turn Key Health Clinics (03415)	500064363	\$10,797.99
365	116005	Turn Key Health Clinics (03415)	500064363	\$10,797.99
365	116003	Turn Key Health Clinics (03415)	500064363	\$10,797.99
365	116001	Turn Key Health Clinics (03415)	500064363	\$10,797.99

365	116000	Turn Key Health Clinics (03415)	500064363	\$10,797.99
365	116053	Turn Key Health Clinics (03415)	500064363	\$10,797.99

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

J. Claims (payments for bills to be paid from 5/1-5/2023)

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

K. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 5/8-12/2023

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

L. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20230770)

Creditor: Riggs, Abney, Neal, Turpen, Orbison & Lewis; Trust:816421-59; Item: 10,485-V2025 Special Counsel; Purpose: Program Adm./Legal - File TCIA 10001; Amt Paid: \$153

Creditor: Program Management Group; Trust:816421-59; Item: 10,484-V2025 Program Management; Purpose: Program Administration; Amt Paid: \$26,137.49

2. Vision Tulsa County (Clerk's Misc. File No. 20230771)

Sales Tax/Bond Funded Projects Recommended for Payment

Creditor: Meshek; Fund HW86N/PJ1047; Item: 86TH St. N. Memorial to HWY 75 Improvements; Purpose: ROWs; Amt Paid \$295

Creditor: Guy Engineering; Fund H193E/PJ1028; Item: 31st, 41st, 51st Intersection on County Line (193rd); Purpose: Design; Amt Paid \$17,723.89

Creditor: Grigsbys Carpet Showroom; Fund HERJR/PJ1085; Item: Ray Jordan Renovation – BOPS Basement; Purpose: Construction; Amt Paid: \$11,313

Sales Tax Funded Projects Recommended for Payment

Creditor: Meshek; Fund HLV13/PJ1083; Item: Jenks/Hager Creek Levee & Road Improvements; Purpose: Design; Amt Paid \$2,737.35

Creditor: Program Management Group, LLC; Fund ADMIN/PJ1001; Item: Tulsa County Administration; Purpose: Administration; Amt Paid \$16,190.40

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

M. Executive Sessions - (District Attorney) - Requested by Douglas Wilson:

- Pursuant to 25 O.S. § 307(B)(4), I am requesting that this matter be discussed in Executive Session between the Board and its attorney, for the purpose of confidential communications concerning possible official action regarding a pending claim in the above-referenced case, to wit: *Curt Clark v. Tulsa County, Tort Claim No. TC-2023-28*, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest
- Pursuant to 25 O.S. § 307(B)(4), I am requesting that this matter be discussed in Executive Session between the Board and its attorney, for the purpose of confidential communications concerning possible official action regarding a pending claim in the above-referenced case, to wit: *Elman Carranza v. Tulsa County, Tort Claim No. TC-2022-15*, 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 Karen Keith, seconded by Stan Sallee, to go into Executive Session. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:45 a.m.

Motion made by Stan Sallee, seconded by Karen Keith, to reconvene the regular meeting at 10:25 a.m.. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

N. Discussion and Possible Action Regarding Executive Session Item

There was no action taken in the Executive Session *Curt Clark v. Tulsa County, Tort Claim No. TC-2023-28*. The District Attorney requested deferral until 6/5/2023.

Motion made by Karen Keith, seconded by Stan Sallee, to request Commissioner Dunkerley attend the mediation conference on Monday, May 22, 2023 with full settlement authority up to the amount discussed in Executive Session, to-wit: *Elman Carranza v. Tulsa County, Tort Claim No. TC-2022-15*. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20230772)

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 Stan Sallee, to adjourn the meeting. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS



Stan Sallee, Chairman Pro Tem

ATTEST:



Michael Willis, Tulsa County Clerk