

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on August 10, 2023 at 3:58 p.m.)

MINUTES
Monday, August 14, 2023

APPROVED
8/21/2023

I. CALL TO ORDER

The Board of County Commissioners (BOCC) met at the hour of 9:30 a.m., with the following members present: Chief Deputy James Rea, representing Commissioner Karen Keith, Chief Deputy Michael Craddock, representing Commissioner Stan Saltee and Commissioner Kelly Dunkerley. Others present: County Clerk Michael Willis, represented by Second Deputy Traci Scullaw.

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, Public Defender, 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. PROCLAMATION

- A. Honoring Samaritan's Purse for their storm recovery assistance (Clerk's Misc. File No. 20231386)

Commissioner Dunkerley read and presented the proclamation.

IV. MINUTES

- A. Board of County Commissioner's Meeting of August 7, 2023

Motion made by Michael Craddock, seconded by James Rea, to approve and authorize execution by the Chairman. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

V. REPORTS

- A. Elected Officials:

1. Assessor - Monthly Revolving Fund for 7/2023 (Clerk's Misc. File No. 20231387)
2. County Clerk - Monthly for 7/2023 (Clerk's Misc. File No. 20231388)
3. Court Clerk:
 - a. Monthly for 7/2023 (Clerk's Misc. File No. 20231389)
 - b. Records Management and Preservation for 7/2023 (Clerk's Misc. File No. 20231390)

Motion made by James Rea, seconded by Michael Craddock, to approve and authorize execution, as needed. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

VI. UNFINISHED BUSINESS

- A. Addendum - Juvenile Bureau, #1 to the agreement with KONE Inc., for Maintenance Services to five elevators located at 500 West Archer St., Tulsa OK 74103, CMF #20221300, for an additional one-year of maintenance services; cost of \$2,750.10 per month (Clerk's Misc. File No. 20231391)

Motion made by James Rea, seconded by Michael Craddock, to approve and authorize execution by the Chairman. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

B. Amendments

1. Building Operations - #1 to the bid award with American Waste control for Trash Service, CMF #20221732, for an additional one-year period through 9/20/2024 (Clerk's Misc. File No. 20231392)
2. Parks - #1 to the agreement with Howell & Vancuren, Inc., for architectural services related to Chandler Park Improvement Project, CMF #242959. On 2/22/2021, an Assignment and Assumption Agreement was approved to transfer all remaining rights and obligations to Wallace Engineering-Structural Consultants, Inc., CMF #20210348. This amendment is to decrease the amount by \$508.50 with a revised total of \$14,441.50 to close the contract (Clerk's Misc. File No. 20231393)
3. Sheriff - #2 to the bid award for Inmate Electronic Cigarettes to Custom Technologies, LLC, CMF #20212006, most recent renewal, CMF #20221339, for an additional one-year period through 9/6/2024, with no changes to the terms of the bid (Clerk's Misc. File No. 20231394)

Motion made by Michael Craddock, seconded by James Rea, to approve and authorize execution by the Chairman. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

VII. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 8/21/2023 (Clerk's Misc. File No. 20231385)

Motion made by James Rea, seconded by Michael Craddock, to approve the fuel quotes. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

- B. Request for Approval - (Human Resources) - of TCP 118 Family & Medical Leave (FMLA) policy (Clerk's Misc. File No. 20231395)

Motion made by Michael Craddock, seconded by James Rea, to approve and authorize execution by the Commission. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

C. Tort Claim - District Attorney:

1. TC-2023-16, Claimant: Clayton, Bryant, for incident on 3/7/2023, originally approved in the amount of \$2,444.40, CMF #20230810, to amend the claim for an additional \$737.33, for a total amount of \$3,181.73 (Clerk's Misc. File No. 20231396)
2. TC-2023-38, Claimant: Cornelius, David, for incident on 3/1/2023, in the amount of \$476.32 (Clerk's Misc. File No. 20231397)

Motion made by James Rea, seconded by Michael Craddock, to approve the Tort Claims as recommended. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

D. Agreements

1. Assessor - Square9 Softworks, for upgrading Square9 software versions and migrating the application and SQL server to a new server, this incorporates the same terms of the Professional Services Master Agreement and EULA approved on 8/7/2023, CMF #20231372 (Clerk's Misc. File No. 20231398)
2. Board of County Commissioners - Oklahoma Historical Society - OKPOP, for the ARPA Beneficiary Agreement, CMF #20212403, in the amount of \$2,000,000 (Clerk's Misc. File No. 20231399)
3. Court Clerk - TC Public Facilities Authority, for booth rental at SageNet Center Lower Level during the Tulsa State Fair from 9/28/2023 through 10/8/2023; fee of \$2,119 (Clerk's Misc. File No. 20231400)
4. Court Services - BI Incorporated, for free Service Demonstration of two VeriWatch GPS monitoring units for 30 days (Clerk's Misc. File No. 20231401)
5. Human Resources - Benefit Resources Inc., for installation and administration of the Flexible Benefit Plan and to facilitate the use of BRI Debit Card in connection with the plan, for one-year for eligible employees (Clerk's Misc. File No. 20231402)
6. Juvenile Bureau - Praetoria Group, LLC, for Security Service at the Juvenile Justice Center located at 500 West Archer Street, for one year through 6/30/2024 (Clerk's Misc. File No. 20231403)
7. Parks:
 - a. Curtis Hale, for use of LaFortune Community Center on Tuesdays to hold dance classes from 6:00 p.m. to 9:00 p.m., for one year ending 6/30/2024; fee of 20% of paid enrollment (Clerk's Misc. File No. 20231404)
 - b. Innovations Family Wellness, Inc., for use of Chandler Park Gym on 8/19/2023, from 1:00 p.m. to 3:00 p.m., for a free community event; fee of \$112.50 (Clerk's Misc. File No. 20231405)
 - c. North Tulsa Cherokee Community Organization, for use of Pavilion #2 and Recreation Room #1 at O'Brien Park on 9/23/2023, from 8:00 a.m. to 4:00 p.m., for their Fall Festival; fee of \$967.50 (Clerk's Misc. File No. 20231406)
8. Sheriff - City of Catoosa, for Public Safety Service Agreement for dispatch services of 911 emergency calls and corresponding reports for one year ending 6/30/2024; fee of \$75,000 (Clerk's Misc. File No. 20231407)
9. TC Departments - Cintas, for rental of uniforms, mats, towels, facility items, and all other services provided by Cintas governed by the Omnia Partners Cooperative for 36 months beginning 3/1/2023, with one-year term renewals (Clerk's Misc. File No. 20231408)

Motion made by James Rea, seconded by Michael Craddock, to approve and authorize execution by the Chairman. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

- E. Requests to Advertise for Proposals - (Sheriff) - David L. Moss Security Glass Replacement (Clerk's Misc. File No. 20231409)

Motion made by Michael Craddock, seconded by James Rea, to approve the request to advertise. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

F. Inventory Resolutions

1. Assessor - asset transfer: to Highway Maintenance; desk w/Ctr drawers (Clerk's Misc. File No. 20231410)

2. Engineers - asset disposal: lost - Stihl Chainsaw (Clerk's Misc. File No. 20231411)
3. IT - asset disposal: transferred to outside government - Law Library; computers (Clerk's Misc. File No. 20231412)
4. Parks - asset disposal: junked; computer equipment (Clerk's Misc. File No. 20231413)

Motion made by James Rea, seconded by Michael Craddock, to approve and authorize execution by the Chairman. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

G. Sole Sources

1. County Clerk - Apprentice Information Systems, for sole provider of support, updates and maintenance to the software and website of the custom designed geospatial mapping site to provide county wide data information to the public through 9/18/2024 (Clerk's Misc. File No. 20231414)
2. Sheriff - Pellerin Laundry Machinery Sales Company, Inc., for equipment and installation of the White Conveyors, Inc., who manufacture proprietary drives, chain and other components needed for system upgrades, for one year ending 8/13/2024 (Clerk's Misc. File No. 20231415)

Motion made by James Rea, seconded by Michael Craddock, to approve and authorize execution by the Chairman. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

H. Utility Permits - Engineers:

1. BTC Broadband, for the crossing and paralleling of E. 161st St. S., approximately 0.13 mi. E. of the S. Yale Ave. & E. 161st St. S. junction (Clerk's Misc. File No. 20231416)
2. Cox Communications:
 - a. for the replacement of a power supply off of S. 145th W. Ave., approximately 0.05 mi. N. of the Highway 51 & S. 145th W. Ave. junction (Clerk's Misc. File No. 20231417)
 - b. for the crossing and paralleling of N. 21st E. Ave., approximately 0.66 mi. S.W. of the Highway 20 & N. Lewis Ave. junction (Clerk's Misc. File No. 20231418)
 - c. for the overhead crossing and paralleling of S. Yale Ave., and E. 161st St. S., approximately 2.00 mi. W. of the Highway 64 & E. 161st St. S. junction (Clerk's Misc. File No. 20231419)

Motion made by Michael Craddock, seconded by James Rea, to approve and authorize execution by the Chairman. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

I. Travel/Training - IT:

1. Dan Pease:
 - a. to Government CIO Roundtable in Amelia Island, FL, from 9/17-20/2023; cost of \$400 (Clerk's Misc. File No. 20231420)
 - b. to Oklahoma Digital Government Summit Advisory Board in OKC, on 9/14/2023; cost of \$175 (Clerk's Misc. File No. 20231421)
 - c. to Oklahoma Digital Government Summit in OKC, on 12/14/2023; cost of \$175 (Clerk's Misc. File No. 20231422)

Motion made by James Rea, seconded by Michael Craddock, to approve the travel/training. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

2. for Jeff Droll, Britany Kaiser, Alyssa Williams and Alan Vanderburg to Oklahoma Workday User Group in OKC, on 8/24/2023; cost of \$160 (Clerk's Misc. File No. 20231423)

Motion made by Michael Craddock, seconded by James Rea, to approve the travel/training. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

J. Claims (payments for bills to be paid from 7/31-8/4/2023)

Motion made by James Rea, seconded by Michael Craddock, to approve and authorize execution by the Commission. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

K. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 8/7-11/2023

Motion made by Michael Craddock, seconded by James Rea, to approve and authorize execution by the Commission. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

L. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20231424)
Creditor: Program Management Group; Trust 816421-59; Item: 10,492-V2025
Program Management; Purpose: Program Administration; Amt Paid: \$36,874.00
Creditor: Guy Engineering; Trust #719384-J1; Item: 10,489 - PJ1031 - E. 51st St.
btw 177th & 193rd County Rd; Purpose: Design/Engineering; Amt Paid: \$1,215.00
Creditor: Economy Lumber Co. Inc.; Trust #719384-K5; Item: 10,490 - PJ1394-
LaFortune Tennis Center Air Conditioner: Materials HVAC Encl Inv52893,52870;
Amt Paid: \$3,923.92
Creditor: Home Depot Credit Services; Trust #719384-K5; Item: 10,491 - PJ1394-
LaFortune Tennis Center Air Conditioner: Closet inv.#6614300,0014504,90110; Amt
Paid: \$196.93 Total: \$42,209.85
2. Vision Tulsa County (Clerk's Misc. File No. 20231425)
Sales Tax/Bond Funded Projects Recommended for Payment
Creditor: Meshek & Associates; Fund HW86N/PJ1047; Item: 86th St. N. Memorial
to HWY 75 Improvements; Purpose: ROWs; Amt Paid \$90
Creditor: Meshek & Associates; Fund: H41SO/PJ1030; Item: 41st St. Improvements
137th W Ave. to 193rd W Ave.; Purpose: ROWs; Amt Paid \$638.75
Creditor: Meshek & Associates; Fund: H91SO/PJ1033; Item: 91st So. Improvements
from HWY 75 to Elwood; Purpose: ROWs; Amt Paid \$565
Sales Tax Funded Projects Recommended for Payment
Creditor: Program Management Group, LLC; Fund ADMIN/PJ1001; Item: Tulsa
County Administration; Purpose: Administration; Amt Paid \$12,332.10

Motion made by Michael Craddock, seconded by James Rea, to approve and authorize execution by the Chairman. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

- M. Discussion and possible action approving the appropriation and use of funds received from the U.S. Department of Treasury under 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. 20231426)

Motion made by James Rea, seconded by Michael Craddock, to approve the appropriations. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

N. Board of County Commissioners - Emergency response updates and authorization for County-wide actions to aid citizens following the historic storm damage on June 18, 2023 Joe Kralicek, Director of the Tulsa Area Emergency Management Agency, gave an update.

- O. 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 for the purpose of confidential communications concerning a pending claim, to-wit: *Roddy, et al. v. Tulsa County Board of Commissioners, et al.*, 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 Michael Craddock, seconded by James Rea, to go into Executive Session. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:48 a.m.

Motion made by Michael Craddock, seconded by James Rea, to reconvene the regular meeting at 9:53 a.m. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

P. Discussion and Possible Action Regarding Executive Session Item

Motion made by James Rea, seconded by Michael Craddock, to authorize outside counsel to proceed as discussed in Executive Session, to-wit: *Roddy, et al. v. Tulsa County Board of Commissioners, et al., Case No. CJ-2023-0740, pending in the Tulsa County District Court, State of Oklahoma.* Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20231427)

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 Michael Craddock, seconded by James Rea, to adjourn the meeting. Upon roll call, Yes - James Rea, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS


Kelly Dunkerley, Chairman

ATTEST:



Michael Willis, Tulsa County Clerk