

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on August 17, 2023 at 3:46 p.m.)

MINUTES
Monday, August 21, 2023

APPROVED
8/28/2023

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.

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. MINUTES

A. Board of County Commissioner's Special Meeting of August 11, 2023

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.

B. Board of County Commissioner's Meeting of August 14, 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 Official - (Treasurer) - Treasurer's Depository Summary of Daily Analysis for 7/2023 (Clerk's Misc. File No. 20231429)

B. County Department - (Election Board) - Monthly for 7/2023 (Clerk's Misc. File No. 20231430)

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.

V. UNFINISHED BUSINESS

A. Amendments

1. Administrative Services:

- a. #3 to the award for Print Cartridges to The Tree House, Inc., CMF #20220341, to exercise the option to renew the award for a six-month period beginning 10/7/2023, with no changes to the terms (Clerk's Misc. File No. 20231434)

- b. #7 to the award for Office Supplies to Admiral Express, CMF #20200598, the most recent renewal CMF #20230271, to exercise the option to renew the award for an additional six-month period beginning 10/7/2023, with no changes to the terms (Clerk's Misc. File No. 20231435)
2. IT - #1 to the award for Data Communication Cable and Installation to DCI Communications and Lighthouse Electric, CMF #20221658, to exercise the option to renew the award for an additional one-year beginning 9/11/2023, with no changes to the terms (Clerk's Misc. File No. 20231431)
3. Engineers - #2 to the agreement for Grant Services for BRIC Grant Application with Meshek & Associates, LLC, CMF# 20200789, to reinstate, ratify, and amend the agreement for preparation of a BRIC or an HMGP application and approval coordination for a one-year period ending 7/31/2024, increasing the cost of the services by \$15,000, for a total contract amount of \$65,585 (Clerk's Misc. File No. 20231433)
4. Sheriff:
 - a. #1 to the agreement with U.S Immigrations and Customs Enforcement, for the use of HSI designations for certain sworn law enforcement employees of the Tulsa County Sheriff's Office as Customs Officers (Excepted), CMF #20202473, to increase the funding amount of \$117,218.00 by \$35,493, for a revised total of \$152,711 (Clerk's Misc. File No. 20231432)
 - b. #16 to the award for Pest Control Services, to American Services, Inc., CMF #242875, most recent renewal CMF #20221428, to add services to six additional locations: the 911 Center, Administration Center, Gun Range, Indoor Shooting Range, Maintenance Building and Quarter Master Storage; monthly cost of \$585 (Clerk's Misc. File No. 20231436)
5. Treasurer - #17 to the award for Production of Data Forms and Envelopes to Automated Mail Services, CMF #215774, most recent renewal, CMF #20221412, to exercise the option to renew the award for an additional one-year beginning 9/13/2023, with no changes to the terms (Clerk's Misc. File No. 20231437)

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.

VI. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 8/28/2023 (Clerk's Misc. File No. 20231428)

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. 20231438)

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.

- C. Reappointment - (Board of County Commissioners) - Commissioner Keith, of David Charney to the Board of Adjustment for Tulsa County, District 2, for a three-year term to expire 9/15/2026 (Clerk's Misc. File No. 20231439)

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

D. Requests for Approval

1. Board of County Commissioners - of 2024 Holiday Schedule (Clerk's Misc. File No. 20231440)
2. Engineers:
 - a. Acceptance of Right-of-Way Easement from Joshua T. and Christine C. Fischer (LLA-538) (Clerk's Misc. File No. 20231441)
 - b. Acceptance of Right-of-Way Easement from Kelly and Jesse Gurley (LLA-538) (Clerk's Misc. File No. 20231442)
 - c. Written justification regarding Jenks Levee Improvements for ARPA funding in the amount of \$1,345,265, CMF #20212096 (Clerk's Misc. File No. 20231443)

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

E. Resolutions

1. Board of County Commissioners:
 - a. 2024 Board of County Commissioners Meeting Schedule (Clerk's Misc. File No. 20231444)
 - b. 2024 Management Conference Meeting Schedule (Clerk's Misc. File No. 20231445)
2. Engineers - authorizing the filing of the COOPER VALLEY ESTATES plat, located 0.4 mi. S. and 0.3 mi. W. of the E. 181st S. and S. Memorial Ave. junction, in Tulsa County Highway District 3. This plat meets all the requirements for filing of plats under Title 19 O.S., § 288.1 of the Oklahoma Statutes (Clerk's Misc. File No. 20231446)

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

F. Agreements

1. Court Clerk - Cox Business for Metro Ethernet Services at Apache Warehouse, located at 2929 E. Apache St # B Tulsa, Oklahoma 74110, with a one-time setup fee of \$980 and a monthly rate of \$1,430 through 6/30/2024 (Clerk's Misc. File No. 20231447)
2. Engineers - FirstStep Management Techniques, LLC, for a Street Condition Assessment w/ 360-Degree Video, Sidewalk Inventory & Conditions, Street Striping Inventory & Conditions, Street Sign and Streetlight Initial Inventory, and Streetview Update; cost of \$69,000 (Clerk's Misc. File No. 20231448)
3. Parks:
 - a. Indian Nations Youth Sports, for use of O'Brien Park Football Field for Youth Football Games on Saturdays from 8:00 a.m. to 1:00 p.m., from 8/26/2023 - 11/4/2023; weekly fee of \$75 (Clerk's Misc. File No. 20231449)
 - b. Lavon Clark DBA Curbside Vending, to install and maintain vending machines at multiple Tulsa County Parks; fee 20% of sales (Clerk's Misc. File No. 20231450)
 - c. Owasso Independent Schools, for use of O'Brien Park for School Cross Country Meet on 8/25/2023 from 10:00 a.m. to 3:00 p.m.; fee of \$562.50 (Clerk's Misc. File No. 20231451)

- d. Tulsa Public Schools, for use of O'Brien Park for Cross Country Races on Thursdays from 8/31/2023 - 9/21/2023, from 10:00 a.m. to 7:00 p.m.; fee of \$300 (Clerk's Misc. File No. 20231452)
4. Sheriff - Thomson Reuters Enterprise, for the renewal of CLEAR Proflex subscription at a rate of \$1,880.38 per month for twelve months beginning 8/1/2023 (Clerk's Misc. File No. 20231453)
5. Tulsa Area Emergency Management Agency (TAEMA) - Oklahoma Department of Emergency Management and Homeland Security, for the Oklahoma Emergency Management Performance Grant in the amount of \$79,000 (Clerk's Misc. File No. 20231454)

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

- G. Agreement Renewal - (Employees' Retirement System of Tulsa County) - Barrow, Hanley, Mewhinney & Strauss, LLC, for renewal of CMF #20221557 for FY 2023-2024 (Clerk's Misc. File No. 20231455)

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

- H. Request to Advertise for Qualifications - (Engineers) - On-Call Engineering Services for Road & Bridge Construction (Clerk's Misc. File No. 20231456)

Motion made by Stan Saltee, seconded by Karen Keith, to approve the request for Qualifications. Upon roll call, Yes - Karen Keith, Stan Saltee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

- I. Inventory Resolutions

1. Assessor - Asset Disposal: junked - computers (Clerk's Misc. File No. 20231457)
2. Drainage District #12 - Asset Disposal: junked - Loop Handle Trimmer (Clerk's Misc. File No. 20231458)
3. Parks - Asset Disposal: junked - computer equipment (Clerk's Misc. File No. 20231459)

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

- J. Utility Permits - Engineers:

1. BTC Broadband, for the crossing and paralleling of E. 191st St. S. approximately 0.50 mi. E. of the S. Memorial Ave. & E. 191st St. S. junction (Clerk's Misc. File No. 20231460)
2. Okmulgee County Rural Water District #6, for the crossing of E. 191st St. S. approximately 0.36 mi. E. of the E. 191st St. S. & S. Yale Ave junction (Clerk's Misc. File No. 20231461)

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

- K. Claims (payments for bills to be paid from 8/7-11/2023)

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

- L. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 8/14-18/2023

Motion made by Karen Keith, seconded by Stan Saltee, to approve and authorize execution by the Commission. Upon roll call, Yes - Karen Keith, Stan Saltee, 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. 20231462)

Motion made by Karen Keith, seconded by Stan Saltee, to approve the appropriation. Upon roll call, Yes - Karen Keith, Stan Saltee, 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 gave an update.

- O. Executive Session - (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, to wit: *Board of County Commissioners of Tulsa County v. Kenneth Lukasik and Janie McWolf*, 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 Saltee, to go into Executive Session. Upon roll call, Yes - Karen Keith, Stan Saltee, Kelly Dunkerley. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 10:11 a.m.

Motion made by Karen Keith, seconded by Stan Saltee, to reconvene the regular meeting at 10:54 a.m. Upon roll call, Yes - Karen Keith, Stan Saltee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

- P. Discussion and Possible Action Regarding Executive Session Item

Motion made by Karen Keith, seconded by Stan Saltee, to grant Civil Assistant District Attorney Michael Shouse all authority necessary to bring this property into compliance, to wit: *Tulsa County v. Kenneth Lukasik and Janie McWolf*. Upon roll call, Yes - Karen Keith, Stan Saltee, Kelly Dunkerley. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20231463)

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

BOARD OF COUNTY COMMISSIONERS


Kelly Dunkerley, Chairman

ATTEST:


Michael Willis, Tulsa County Clerk