

MINUTES
Monday, October 2, 2023

APPROVED
10/16/2023

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 Michael Craddock, representing Commissioner Stan Saltee, Chief Deputy Darren Gantz, representing Commissioner Kelly Dunkerley and Commissioner Karen Keith. Others present: County Clerk Michael Willis, represented by Chief Deputy Tom Ellis.

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

II. PLEDGE OF ALLEGIANCE

Michael Craddock led the Pledge of Allegiance.

III. ANNOUNCEMENTS

County Events and Status Updates for Comment and Discussion from: Administrative Services, Building Operations, Court Services, 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.

IV. PROCLAMATION

- A. Proclaiming October 1-7, 2023 as National 4-H Week and the Month of October as Oklahoma 4-H month in Tulsa County and urge my fellow citizens to take advantage of the opportunity to become more aware of this special program that enhances our young people's interests in their futures as part of Tulsa County 4-H Youth Development and to join us in recognizing the unique partnership between our county and our state University System (Clerk's Misc. File No. 20231668)

Commissioner Keith read and presented the Proclamation.

V. MINUTES

- A. Board of County Commissioner's Meeting of September 25, 2023
B. Board of County Commissioner's Special Meeting of September 27, 2023

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

VI. REPORTS

- A. Elected Official - Court Clerk:
1. Monthly for 8/2023 (Clerk's Misc. File No. 20231669)
 2. Management and Preservation Monthly for 8/2023 (Clerk's Misc. File No. 20231670)

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

VII. UNFINISHED BUSINESS

A. Bid Openings

1. Sheriff - David L. Moss Security Glass Replacement

a. Green Country Glass (Clerk's Misc. File No. 20231671)

Motion made by Michael Craddock, seconded by Darren Gantz, to refer the bid to Sheriff and Procurement for analysis, review and recommendation on October 16, 2023. Upon roll call, Yes - Michael Craddock, Darren Gantz, Karen Keith. No - None. Abstain - None. Motion carried.

B. Bid Awards & Recommendations:

1. Engineers - On-Call Engineering Services for Road and Bridge Construction, to CEC Corporation, Garver LLC, Guy Engineering, Hudson Prince Engineering & Inspection, PLLC, Keithline Engineering Group, PLLC, Kimley-Horn and Associates, Inc., Marquardt Engineering, PLLC, Meshek & Associates, LLC, Professional Engineering Consultants, PA, and Walter P Moore. These firms were all deemed qualified to provide the above-mentioned services. Projects will be awarded to individual firms on an as-needed basis by taking into consideration the firm's qualifications specific to the needs of the project, capacity, scheduling, and funding. This award is good from 10/4/2023 through 10/3/2024 (Clerk's Misc. File No. 20231672)
2. Sheriff - David L. Moss Detention Facility Storage Building, to Merak Group, LLC. Though it was not the lowest bid, the time of completion was given special consideration, making this bid the lowest and best received - Deferred from 9/25/2023 (Clerk's Misc. File No. 20231673)

Motion made by Darren Gantz, seconded by Michael Craddock, to approve the awards and recommendations. Upon roll call, Yes - Michael Craddock, Darren Gantz, Karen Keith. No - None. Abstain - None. Motion carried.

C. Addendums

1. Engineers - #1 to bids for Hager Creek Levee Improvements and West 81st Street Reconstruction, to open on 10/16/2023, to provide answers to vendor questions (Clerk's Misc. File No. 20231674)
2. Sheriff - #1 to bid for Commissary Items, to open 10/16/2023, to provide answers to vendor questions (Clerk's Misc. File No. 20231675)

Motion made by Michael Craddock, seconded by Darren Gantz, to approve the addendums. Upon roll call, Yes - Michael Craddock, Darren Gantz, Karen Keith. No - None. Abstain - None. Motion carried.

D. Amendment - #1 to award for the rental of uniforms, mats, towels, facility items and all other services provided by Cintas governed by the Omnia Partners Cooperative agreement was approved and executed, CMF #20231408, to add services to LaFortune Maintenance Facility located at 5334 S. Hudson, Bldg. B, Tulsa, OK 74135 (Clerk's Misc. File No. 20231676)

E. Change Order - (Building Operations) - #1 to the award for the Faulkner Façade Repair to Voy Construction, LLC, CMF #20231167, for the time, labor and materials to provide and install new flash and seals on the entry canopy of the Faulkner Building, decreasing contractual contingency balance by \$851.29 (Clerk's Misc. File No. 20231677)

- F. Resolution - (Inspections) - of 2023 Amendment Adopting the International Building Code as adopted by the State of Oklahoma through the Oklahoma Uniform Building Code Commission (OUBCC) to amend the previously adopted codes. The most recent amendment was July 2016, CMF#238587 - Deferred from 9/11, 9/18/2023 and 9/25/2023 (Clerk's Misc. File No. 20231678)

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

VIII. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending October 16, 2023 (Clerk's Misc. File No. 20231667)

Motion made by Michael Craddock, seconded by Darren Gantz, to approve the fuel quotes. Upon roll call, Yes - Michael Craddock, Darren Gantz, Karen Keith. No - None. Abstain - None. Motion carried.

- B. Reappointment - (Board of County Commissioners) - Commissioner Dunkerley, of Chelsea Levo Feary to the INCOG Economic Development District Board, effective 11/1/2023, for a one-year term, expiring 10/31/2024 (Clerk's Misc. File No. 20231679)

Motion made by Darren Gantz, seconded by Michael Craddock, to approve the reappointment. Upon roll call, Yes - Michael Craddock, Darren Gantz, Karen Keith. No - None. Abstain - None. Motion carried.

- C. Requests for Approval

1. Board of County Commissioners:

- a. of directive to Building Operations to pay for utilities and to provide maintenance and janitorial services for Sheriff's new campus buildings located at 66th Street N., Tulsa, OK (Clerk's Misc. File No. 20231680)
- b. Vision 2025 Sub-Fund Transfer:
\$800,000 from sub-fund 08 Sales Tax Fund to sub-fund L1, N. Boston Ave. Pedestrian Bridge per BOCC approval on 1/9/2023
\$465,000 from Sub-fund 08 Sales Tax Fund to Project Administration Fund for FY 2023-2024 Vision 2025 Estimated Program Administration Expenses (Clerk's Misc. File No. 20231681)

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

2. Budget Division - Tulsa County Agency Fund Recommended for Payment:
Creditor: Crawford & Associates, P.C.; Fund: 500; Item: Professional Services rendered thru September 15, 2023; Purpose: Work in Progress on Preparation of annual financial statements for FY23; Amount Paid: \$240 (Clerk's Misc. File No. 20231682)
3. Building Operations - to accept the completion of the change order interface between the Fuel Master and eMaint X4 (Clerk's Misc. File No. 20231683)
4. Engineers - of Memorials in the Right-of-Way (R/W) Policy
5. Highways - Oklahoma Cooperative Circuit Engineering Districts Board (OCCEDB):
- a. to accept a funding award from the Solid Waste Program for Tulsa County District 2 in the amount of \$4,200 for illegal dump clean up on county road right-of-way or for trash roll-off charges during the 2024 fiscal year (Clerk's Misc. File No. 20231684)

- b. to accept a funding award from the Solid Waste Program for Tulsa County District 3 in the amount of \$4,200 for illegal dump clean up on county road right-of-way or for trash roll-off charges during the 2024 fiscal year (Clerk's Misc. File No. 20231685)
6. Tulsa Area Emergency Management Agency (TAEMA) - of submission letter to Oklahoma Archaeological Survey, regarding the Tiered Environmental Review to process applications for a Voluntary Buyout Program (VBP) following the 2019 Severe Storms, Straight-line Winds, Tornadoes, and Flooding (DR-4438) through Federal U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant - Disaster Recovery (CDBG-DR) funds (Clerk's Misc. File No. 20231686)

Motion made by Darren Gantz, seconded by Michael Craddock, to approve and authorize execution by the Chairman Pro Tem of items 2, 3, 5 and 6. Upon roll call, Yes - Michael Craddock, Darren Gantz, Karen Keith. No - None. Abstain - None. Motion carried. Motion made by Michael Craddock, seconded by Darren Gantz, to strike item 4 - Memorials in the Right-of-way policy. Upon roll call, Yes - Michael Craddock, Darren Gantz, Karen Keith. No - None. Abstain - None. Motion carried.

D. Agreements

1. Board of County Commissioners - Eden Village of Tulsa Inc., in the amount of \$500,000, CMF #20231462, to provide funding to a nonprofit to cover infrastructure expenses of a tiny home community for individuals experiencing homeless (Clerk's Misc. File No. 20231687)

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

2. Parks:

- a. Border Hoppers Grill, LLC, for use of all Tulsa County Parks to provide concessions on 10/7/2023, from 4:00 to 8:00 p.m., fee of \$50 (Clerk's Misc. File No. 20231688)
- b. Buel Leon Reeder, for use of Chandler Park Reception Room for Martial Arts classes every Tuesday and Thursday, 5:30 to 7:30 p.m., from 9/15/2023 through 8/24/2024, fee of 20 percent of enrollment (Clerk's Misc. File No. 20231689)
- c. Cheryl Capps Roach, for use of several Tulsa County Parks from 4:00 p.m. to 5:30 p.m. for Dynamic Art Academy every Tuesday from 11/7/2023, through 12/6/2023, fee of 20 percent of enrollment (Clerk's Misc. File No. 20231690)
- d. Fry Guys Tulsa, for concession at Chandler Park on 10/7/2023 from 4:00 to 9:00 p.m., fee of \$50 (Clerk's Misc. File No. 20231691)
- e. Michelle Brazell, for Yoga classes at South County Rec Center on Thursdays from 6:45 p.m. to 8:00 p.m. from 7/1/2023 through 7/30/2024, fee of 20 percent of enrollment (Clerk's Misc. File No. 20231692)
- f. Okie Red's Bakery to provide concessions at Chandler Park on 10/7/2023, from 4:00 p.m. to 8:00 p.m., fee of \$35 (Clerk's Misc. File No. 20231693)

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

3. Sheriff - Wallace Design Collective, PC, for Civil Engineering design services for a 0.65 acre parking lot expansion with associated drainage located at 6500 East 66th Street North Tulsa, OK 74117, cost of \$6,500 (Clerk's Misc. File No. 20231694)

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

E. Inventory Resolutions - Building Operations:

1. Asset Disposal: sold - vehicles (Clerk's Misc. File No. 20231695)
2. Request to Surplus: vehicles (Clerk's Misc. File No. 20231696)

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

F. Utility Permits - Engineers:

1. Cox Communications, for the cross and parallel of East 63rd St. N. approximately 0.53 mi. S.W. of the E. 66th St. N. & N. Peoria Ave junction (Clerk's Misc. File No. 20231697)
2. ONE Gas, Inc.:
 - a. for the crossing of 8424 E. 98th St. N. approximately 3.36 mi. W. & 1.75 mi. S. of the US 169 & SH 20 junction (Clerk's Misc. File No. 20231698)
 - b. for the crossing of 17380 S. Yale Ave. approximately 2.01 mi. W. & 2.26 mi. S. of the US 64 & SH 67 junction (Clerk's Misc. File No. 20231699)

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

G. Travel/Training

1. Building Operations - for Nathan Krotzer to attend CLEET training in October 2023, cost of \$600 (Clerk's Misc. File No. 20231700)
2. Juvenile Bureau - for Juvenile Justice staff Carrie Lloyd, Melinda Stockton, Andres Perez, Keenan Rodgers, Tracy Crawford, Jemimah Nathaniel, Doug Currington, Cortez Tunley, and Alondo Edwards to attend the OJDA Conference 2023, 10/18-20/2023 in Watonga, Oklahoma; cost of \$3,400 (Clerk's Misc. File No. 20231701)
3. OSU Extension:
 - a. Debbie Owens, to EASS Conference in Newkirk, OK on 10/16-18/2023, cost of \$350 (Clerk's Misc. File No. 20231702)
 - b. Kitty Gies, to EASS Conference in Newkirk, OK on 10/16-18/2023, cost of \$350 (Clerk's Misc. File No. 20231703)
 - c. Laurie Peetoom, to EASS Conference in Newkirk, OK on 10/16-18/2023, cost of \$350 (Clerk's Misc. File No. 20231704)

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

H. Claims (payments for bills to be paid from 9/18-22/2023)

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

I. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 9/25-29/2023

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

J. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20231705)
Creditor: Graybar Electric; Trust #719384-J7; Item:10,497 - PJ1384 - Tulsa County Parks - LaFortune Park Trail; Purpose: South Entry Lights; Amt. Paid: \$1,734.84
Creditor: Standard Materials Group; Trust #719384-J7; Item:10,499-PJ1384 - Tulsa County Parks - LaFortune Park Trail; Purpose: Concrete for ADA Access; Amt. Paid: \$13,025.13
Creditor: Sherwin Williams; Trust #719384-K5; Item: 10,498-PJ1394 - LaFortune Tennis Center Air Conditioner; Purpose: Inv 235931,166691,319271,311; Amt. Paid: \$653.92
2. Vision Tulsa County (Clerk's Misc. File No. 20231706)
SALES TAX/BOND FUNDED PROJECTS RECOMMENDED FOR PAYMENT
Creditor: Economy Lumber Co.; Fund HERJR/PJ1085; Item: Ray Jordan Renovation - BOPS Basement; Purpose: Materials; Amt. Paid: \$250.92
Creditor: Graybar; Fund PLAFH/PJ1088; Item: The Herd @ LaFortune; Purpose: Materials; Amt. Paid: \$4,337.10

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

K. 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
Tony Roda, Assistant Director of Tulsa Area Emergency Management Agency, (TAEMA), provided an update.

L. Executive Session - District Attorney:

1. 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. City of Bixby*, Oklahoma, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest - Deferred from 9/25/2023

M. Discussion and Possible Action Regarding Executive Session Item

Motion made by Darren Gantz, seconded by Michael Craddock, to strike the Executive Session. Upon roll call, Yes - Michael Craddock, Darren Gantz, Karen Keith. No - None. Abstain - None. Motion carried.

IX. 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.

X. ADJOURN

Motion made by Michael Craddock, seconded by Darren Gantz, to adjourn the meeting. Upon roll call, Yes - Michael Craddock, Darren Gantz, Karen Keith. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS


Kelly Dunkerley, Chairman

ATTEST:


Michael Willis, Tulsa County Clerk