

MINUTES
Monday, October 30, 2023

APPROVED
11/6/2023

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, Commissioner Karen Keith 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. MINUTES

A. Board of County Commissioner's Meeting of October 23, 2023

B. Board of County Commissioner's Management Conference Meeting of January 12, 2023
Motion made by Michael Craddock, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Michael Craddock. No - None. Abstain -None. Motion carried.

III. UNFINISHED BUSINESS

A. Bid Openings

1. Board of County Commissioners - Qualifications for Construction Management - At Risk Services for the Tulsa County HQ 3rd and 6th Floor Renovation
 - a. Lowry Construction Services, Inc. (Clerk's Misc. File No. 20231838)
 - b. Stava Building LLC, dba Lyle Building Group (Clerk's Misc. File No. 20231839)
 - c. The Ross Group Construction Corporation, LLC, dba The Ross Construction Corporation (Clerk's Misc. File No. 20231840)
 - d. Thompson Construction, Inc. (Clerk's Misc. File No. 20231841)
 - e. Timberlake Construction Co., Inc. (Clerk's Misc. File No. 20231842)

Motion made by Karen Keith, seconded by Michael Craddock, to refer the bids to the Board of County Commissioners and Procurement for analysis, review and recommendation on 11/6/2023. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Michael Craddock. No - None. Abstain - None. Motion carried.

2. Parks - Tulsa County Parks HVAC Systems Replacement
 - a. Construction Enterprises, Incorporated (Clerk's Misc. File No. 20231843)
 - b. CALEMA, LLC, dba KMS (Clerk's Misc. File No. 20231844)
 - c. McIntosh Corporation, dba McIntosh Service, LLC (Clerk's Misc. File No. 20231845)
 - d. Vision Air Services, LLC (Clerk's Misc. File No. 20231846)

Motion made by Michael Craddock, seconded by Karen Keith, to refer the bids to Parks and Procurement for analysis, review and recommendation on 11/6/2023. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Michael Craddock. No - None. Abstain - None. Motion carried.

3. Sheriff - David L. Moss Master Control Room & Operations Desk
 - a. Scissor-Tail Construction, LLC (Clerk's Misc. File No. 20231847)

b. Voy Construction, LLC (Clerk's Misc. File No. 20231848)

Motion made by Karen Keith, seconded by Michael Craddock, to refer the bids to Sheriff and Procurement for analysis, review and recommendation on 11/6/2023. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Michael Craddock. No - None. Abstain - None. Motion carried.

B. Amendments:

1. Engineers - #3 to the proposal for On-Call Surveying Services awarded to Geodeca LLC, Guy Engineering Services, Inc., Meshek & Associates, LLC, and Tanner Consulting, approved on 2/28/2022, CMF #20220340, most recently renewed on 2/6/2023, CMF# 20230167, to update the rate sheet for Tanner Consulting, LLC with the 2023 rate sheet (Clerk's Misc. File No. 20231808)

Motion made by Michael Craddock, seconded by Karen Keith, to approve the amendment. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Michael Craddock. No - None. Abstain - None. Motion carried.

2. TC Departments - #9 to the award for Janitorial Services to Final Touch Cleaning, CMF #237866, renewed annually, most recently renewed on 5/8/2023, CMF #20230682, to transfer current Janitorial Services to the new TC Sheriff's Office location beginning 11/1/2023; fee of \$10,192.20 (Clerk's Misc. File No. 20231809)

Motion made by Karen Keith, seconded by Michael Craddock, to approve the amendment. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Michael Craddock. No - None. Abstain - None. Motion carried.

- C. Zoning Application Appeal Hearing and Possible Action - (Tulsa Metropolitan Area Planning Commission) - CZ-541 & Related PUD #866 - Applicant STP Solutions, Inc./Owner: Darin Teeman - Requesting appeal to Rezone from AG-R to RS with a PUD overlay to permit a gated single-family residential subdivision with private streets. On Meeting Date of May 3, 2023 TMAPC voted 9-0-0 to **Deny** rezoning of 6.27 ± acres from AG-R to RS. The applicant appealed the decision to the Board of County Commissioners - Deferred from 9/11, 9/18 and 10/16/2023

Motion made by Karen Keith, seconded by Michael Craddock, to enter into public hearing at 9:36 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Michael Craddock. No - None. Abstain - None. Motion carried.

Jay Hoyt, representing Tulsa Metropolitan Area Planning Commission reviewed the details of the zoning request that was denied.

Darin Teeman, the owner/applicant, of 9300 S. 190th E. Ave., Broken Arrow, OK, presented his case including new information regarding the retention pond and other changes to specifications. This information was not provided to the Commissioners prior to the meeting for review.

Motion made by Karen Keith to approve the appeal. Motion withdrawn after further discussion.

Motion made by Karen Keith, seconded by Michael Craddock, to defer the decision for one week, allowing review of the new information and specifications. Upon roll call, Yes- Kelly Dunkerley, Karen Keith, Michael Craddock. No - None. Abstain - None. Motion carried.

Motion made by Karen Keith, seconded by Michael Craddock, to close the public hearing at 10:11 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Michael Craddock. No - None. Abstain - None. Motion carried.

IV. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 11/6/2023 (Clerk's Misc. File No. 20231807)

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

B. Appointments - Board of County Commissioners:

1. Commissioner Dunkerley - Commissioner Karen Keith to the Tulsa County Criminal Justice Planning and Policy Council, effective 1/1/2024, for one-year to expire 12/31/2024 (Clerk's Misc. File No. 20231810)

Motion made by Michael Craddock, seconded by Karen Keith, to approve the appointment. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Michael Craddock. No - None. Abstain - None. Motion carried.

2. Commissioner Stan Sallee - of Commissioner Kelly Dunkerley to the Tulsa Regional Chamber of Commerce - Regional Tourism Board, effective 1/1/2024, for one year to expire 12/31/2024 (Clerk's Misc. File No. 20231811)

Motion made by Karen Keith, seconded by Michael Craddock, to approve the appointment. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Michael Craddock. No - None. Abstain - None. Motion carried.

C. Requests for Approval

1. Engineers - to accept the donation of a Generac Power Systems Model MLT4080KV Mobile Light Tower (Serial #3013109340) from the Tulsa Area Emergency Management Agency (TAEMA) and manually create a capital asset in Workday for this item (Clerk's Misc. File No. 20231812)

Motion made by Michael Craddock, seconded by Karen Keith, to approve the donation. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Michael Craddock. No - None. Abstain - None. Motion carried.

2. Human Resources:

- a. of TCP 001 Hazard Communication Program Policy (Clerk's Misc. File No. 20231813)
- b. of TCP 106 Workers' Compensation Policy (Clerk's Misc. File No. 20231814)
- c. of TCP 108 Educational Assistance Program Policy (Clerk's Misc. File No. 20231815)
- d. of TCP 110 COBRA Healthcare Coverage Continuation Option Policy (Clerk's Misc. File No. 20231816)

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

3. INCOG - Urban County CDBG Project Activity: Action #1. Designate the County's Chief Executive Officer, the Chairperson, the certifying officer under the National Environmental Policy Act of 1969 to assume overall responsibility for the environmental review process, including signing required certifications; Action #2. Make a Finding of No Significant Impact on the Environment on the following projects: City of Bixby Dawes Avenue Storm Sewer and Sidewalk Project and City of Broken Arrow Storm Drain Replacement Project; Action #3. Make a Finding of Categorically Excluded/Converts to Exempt on the following project: City of Broken Arrow Iola Street Rehabilitation Project (Clerk's Misc. File No. 20231817)

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

D. Resolution - (Board of County Commissioners) - to Set for Hearing the Closure and Vacation of a portion of 66th St. N. (Clerk's Misc. File No. 20231818)

Motion made by Karen Keith, seconded by Michael Craddock, to approve and authorize execution by the Chairman for a Public Hearing on December 4, 2023. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Michael Craddock. No - None. Abstain - None. Motion carried.

E. Agreements

1. Administrative Services - ImageNet Consulting, for lease and service of two Konica C7090 printers located at 218 W. 6th Street, Tulsa, for a monthly rate of \$4,425.60 (Clerk's Misc. File No. 20231819)

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

2. Board of County Commissioners:

- a. City of Bixby, for asphalt overlay of the roadways as further described in the attached document. The City shall reimburse the County 90% of the cost of asphalt and materials to patch and overlay the project roadways

Motion made by Karen Keith, seconded by Michael Craddock, to defer the agreement. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Michael Craddock. No - None. Abstain - None. Motion carried.

- b. Country Corner Fire District, ARPA Beneficiary, in the amount of \$72,525, CMF #20222124, to provide funding for the purchase of an ambulance for services in rural Tulsa County (Clerk's Misc. File No. 20231820)

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

3. IT - Cox Business, for the installation and use of the Session Initiation Protocol Calling (SIP) service located at 12151 State Farm Blvd., Tulsa, OK 74146, through 6/30/2024; for a monthly fee of \$1,095.80 (Clerk's Misc. File No. 20231821)

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

4. Juvenile Bureau - Cox Business, for the installation and use of the Session Initiation Protocol Calling (SIP) service located at 400 W. Archer St., Tulsa, OK 74103 through 6/30/2024; for a monthly fee of \$1,070 (Clerk's Misc. File No. 20231822)

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

5. Parks:

- a. Pinnacle Prep Academy, for use of O'Brien Park Gym for Basketball Games on several Saturdays beginning 12/2/2023 through 3/2/2024, from 10:00 a.m. to 4:00 p.m.; at a rate of \$450 per day, totaling \$4,950 (Clerk's Misc. File No. 20231823)
- b. Signal Security, for Security Services:
 - 1) Chandler Park (Clerk's Misc. File No. 20231824)
 - 2) LaFortune Park (Clerk's Misc. File No. 20231825)
- c. Fernanda Thompson, for Taylor Swift Painting Party on 12/8/2023; rate of 20% of the paid enrollment (Clerk's Misc. File No. 20231826)

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

6. Sheriff:
 - a. ImageNet Consulting:
 - 1) for lease and service of one Canon C5840i printer located at 6094 E. 66th Street N., Tulsa, OK ; at a monthly rate of \$265 (Clerk's Misc. File No. 20231827)
 - 2) for lease of one Canon C5860i printer located at 303 N. Denver Ave., Tulsa, OK; at a monthly rate of \$329 (Clerk's Misc. File No. 20231828)
 - b. City of Tulsa, for the housing, feeding, care, and upkeep of City Prisoners that exceed the capacity of the City Jail through 6/30/2024; at a daily rate of \$63.42 (Clerk's Misc. File No. 20231829)

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

F. Inventory Resolutions

1. Asset Disposal:
 - a. Assessor; junked - Rapidprint Time Stamp and Coolpix L120 Camera (Clerk's Misc. File No. 20231830)
 - b. Sheriff; junked; computer equipment (Clerk's Misc. File No. 20231831)
2. Request to Surplus: Building Operations; computer equipment (Clerk's Misc. File No. 20231832)

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

G. Utility Permits - Engineers:

1. ONE Gas, Inc.:
 - a. for the crossing of 4216 E. 177th Place approximately 2.64 mi. S. & 4.58 mi. E. of the US 75 & SH 67 junction (Clerk's Misc. File No. 20231833)
 - b. for the crossing of 17416 S. Yale Ave., approximately 2.33 mi. S. & 2.00 mi. W. of the US 64 & SH 67 junction (Clerk's Misc. File No. 20231834)
2. Washington County Rural Water District #3, for the crossing of Sheridan Rd. approximately 0.2 mi. S. of E. 126th St. N. (Clerk's Misc. File No. 20231835)

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

H. Travel/Training - (IT) - for Dan Pease to attend the Government CIO Roundtable on 12/3-6/2023 in Sea Island, GA; in the amount of \$400 (Clerk's Misc. File No. 20231836)

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

I. Claims (payments for bills to be paid from 10/16-20/2023)

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

J. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 10/23-27/2023

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

- K. 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. 20231837)

Motion made by Michael Craddock, seconded by Karen Keith, to approve the appropriation. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Michael Craddock. No - None. Abstain - None. Motion carried.

- L. 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, (TAEMA), gave an update.

V. 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.

VI. 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.

VII. ADJOURN

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

BOARD OF COUNTY COMMISSIONERS


Kelly Dunkerley, Chairman

ATTEST:



Michael Willis, Tulsa County Clerk