

MINUTES
Monday, July 17, 2023

APPROVED
7/24/2023

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 Meeting of July 10, 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.

IV. REPORTS

A. Elected Officials:

1. Assessor - Monthly Revolving for 6/2023 (Clerk's Misc. File No. 20231212)
2. County Clerk - Monthly for 6/2023 (Clerk's Misc. File No. 20231213)
3. Court Clerk:
 - a. Monthly for 6/2023 (Clerk's Misc. File No. 20231214)
 - b. Monthly Records Management and Preservation for 6/2023 (Clerk's Misc. File No. 20231215)
4. Treasurer - Depository Summary of Daily Analysis for 6/2023 (Clerk's Misc. File No. 20231216)

Motion made by Karen Keith, seconded by Stan Sallee, 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. Bid Openings

1. TC Departments - Automotive Body Repair
 - a. The Collision Center of Tulsa, Inc. (Clerk's Misc. File No. 20231217)

Motion made by Stan Sallee, seconded by Karen Keith, to refer the bid to TC Departments and Procurement for analysis, review and recommendation on 7/24/2023. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

B. Amendments

1. Board of County Commissioners - #1 to the agreement with Twenty20 Management, Inc., as Program Manager for the Tulsa County Courthouse Usage and Feasibility Study, analysis of current and future usage needs, population growth, options and recommendations, CMF #20230687, for additional \$45,000 for the expanded scope of work required

Motion made by Karen Keith, seconded by Stan Sallee, to strike this amendment. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

2. Treasurer - #15 to award for Production and Mailing of Data, Forms and Envelopes to Automated Mail Service, CMF #215774, to add four new forms and revise five current forms for compatibility with new software conversion (Clerk's Misc. File No. 20231218)

Motion made by Karen Keith, seconded by Stan Sallee, to approve the amendment. 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 7/24/2023 (Clerk's Misc. File No. 20231211)

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. New or Replacement Procurement Officers:

1. District Attorney - Designating Naam Chand as new Requisitioning Officer (Clerk's Misc. File No. 20231219)
2. Parks - Designating Meagan Ross as Receiving Officer replacing Wendy Devine (Clerk's Misc. File No. 20231220)

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. Resolutions on Disposition of Funds/Cash Fund Estimate of Needs:

1. From June 15, 2023 to June 30, 2023 (Clerk's Misc. File No. 20231221)
2. From July 1, 2023 to July 12, 2023 (Clerk's Misc. File No. 20231222)

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.

- D. Reappointment - (Board of County Commissioners) - Commissioner Dunkerley - of Richard White to the Library Commission Board of Directors, effective 8/1/2023 for a term to expire 7/31/2026 (Clerk's Misc. File No. 20231223)

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

E. Requests for Approval

1. Administrative Services - for reimbursement to Karen Harris, Graphics Supervisor, in the amount of \$170 for repair of the Mavic Pro Platinum drone. We have been unable to find a company willing to accept purchase orders (Clerk's Misc. File No. 20231224)
2. Board of County Commissioners - of correspondence to Teal Ridge Petitioners and Berryhill Fire Protection District encouraging parties to proceed with the

neighborhood meeting and to submit briefings prior to 7/28/2023 with any agreed stipulation of facts and law for the hearing on 8/11/2023 (Clerk's Misc. File No. 20231225)

3. Engineers:

- a. Builders Development Company, LLC, for the offering of compensation in the amount of \$5,500 for parcels 14, 14.1 and 14A to acquire permanent right of way of .37 acres m/l plus damages affected by the 51st St. Roundabout project (Clerk's Misc. File No. 20231226)
- b. The Jared Redyke Revocable Trust, for the offering of compensation in the amount of \$10,281.40 for parcel 1.2 to use .27 m/l acres as temporary construction easement during the BR218 Snake Creek project (Clerk's Misc. File No. 20231227)

4. Human Resources - for access to BOKF through Sponsor Web Portal to the Tulsa County 457, 401a and PEHP plans for Chelsey Rodgers (Clerk's Misc. File No. 20231228)

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

F. Tort Claim - (District Attorney) - TC-2023-32, Claimant: Commercial Power Solutions, LLC, for incident on 8/26/2022, to approve in the amount of \$2,812.70 (Clerk's Misc. File No. 20231229)

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

G. Agreements

1. Board of County Commissioners - Berryhill Fire Protection District, to provide fuel for a debris burn pit located northeast of 31st St. S. and W. 57th W. Ave, as requested by the District, and approved by the County Engineer (Clerk's Misc. File No. 20231230)
2. County Clerk - Apprentice Information Systems of OK, Inc., Master Services Agreement, for web design maintenance and maintenance service for FY 2023-2024; cost of \$16,098 (Clerk's Misc. File No. 20231231)

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.

3. Court Services:

- a. Alcohol Monitoring Systems Master Agency Agreement

Motion made by Stan Sallee, seconded by Karen Keith, to strike this agreement. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

- b. University of Cincinnati, for the right to use the Ohio Risk Assessment System, a pre-trial tool (Clerk's Misc. File No. 20231232)

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.

4. IT/County Clerk - Workday, Inc., for Deployment of Tenant Services for FY 2023-2024 (Clerk's Misc. File No. 20231233)
5. Sheriff - Tulsa Technology Center, for law enforcement and school resource officer services during shifts at designated Tulsa Technology Center locations for FY 2023-2024, for a fee of \$1,669,306.16 (Clerk's Misc. File No. 20231234)

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. Agreement Renewals

1. County Clerk - Zillow Group, Inc., for renewal of CMF #20220786 for FY 2023-2024 (Clerk's Misc. File No. 20231235)
2. Court Services - BI, Incorporated, for renewal of CMF #20221837 for FY 2023-2024 (Clerk's Misc. File No. 20231236)
3. District Attorney:
 - a. ImageNet Consulting, LLC, for renewal of CMF #20222161 and #20221791 for FY 2023-2024 (Clerk's Misc. File No. 20231237)
 - b. West, Thomson Reuters, for renewal of CMF #20220931 for FY 2023-2024 (Clerk's Misc. File No. 20231238)
4. Election Board - OME Corp, for renewal of CMF #20220582 for FY 2023-2024 (Clerk's Misc. File No. 20231239)

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.

I. Inventory Resolutions

1. Administrative Services - Asset Disposal: junked - laminator and sheet feedstand (Clerk's Misc. File No. 20231240)
2. Assessor - Asset Transfer: computer equipment to IT (Clerk's Misc. File No. 20231241)
3. Court Clerk - Asset Disposal: junked - Kitchen equipment; lost - Evaporative cooler (Clerk's Misc. File No. 20231242)

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. Sole Source - (Public Defender) - Justice Works for DefenderData, for electronic case management software (Clerk's Misc. File No. 20231243)

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. Utility Permits - Engineers:

1. Cox Communications, for 3,012' aerial work, including cross and parallel of E. 76th St. N. & 71st E. Ave., approximately 0.18 miles E. of the E. 76th St. N. & N. Sheridan Rd. junction (Clerk's Misc. File No. 20231244)
2. ONE Gas, Inc.:
 - a. for the cross of 3205 S. 137th W. Ave., approximately 0.12 miles S. & 1.67 miles W. of the SH 51 and SH 97 junction (Clerk's Misc. File No. 20231245)
 - b. for the cross of 17670 S. Yale Ave., approximately 2.39 miles S. & 5.02 miles E. of the SH 75 and SH 67 junction (Clerk's Misc. File No. 20231246)

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.

L. Travel/Training - (OSU Extension) - Fiscal Year 2023-2024 unplanned travel expense of \$300 each for the following:

1. Brian Jervis (Clerk's Misc. File No. 20231247)
2. Brittany Woods (Clerk's Misc. File No. 20231248)
3. Jan Dawson (Clerk's Misc. File No. 20231249)
4. Lisa Nicholson (Clerk's Misc. File No. 20231250)

5. Stacey Jones (Clerk's Misc. File No. 20231251)

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

M. Claims (payments for bills to be paid from 7/3-7/2023)

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.

N. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 7/10-14/2023

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.

O. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20231252)

- a. Creditor: Program Management Group; Trust 816421-59; Item: 10,488 - V2025 Program Management; Purpose: Program Administration; Amt Paid: \$38,779.70

2. Vision Tulsa County (Clerk's Misc. File No. 20231253)

a. **Sales Tax/Bond Funded Projects Recommended for Payment**

Creditor: Garver; Fund: HEDSO/PJ1037; Item: Edison Bridge Replacement; Purpose: Construction; Amt Paid \$949

Creditor: Meshek; Fund: H91SO/PJ1033; Item: 91st So. Improvements from HWY 75 to Elwood; Purpose: ROWs; Amt Paid \$421.25

Creditor: Guy Engineering; Fund H193E/PJ1028; Item: 31st, 41st, 51st Intersection on County Line (193rd); Purpose: Design; Amt Paid \$1,008.38

Creditor: Voss; Fund HERJR/PJ1085; Item: Ray Jordan Renovation - BOPS Basement; Purpose: Materials; Amt Paid: \$763.68

Sales Tax Funded Projects Recommended for Payment

Creditor: Program Management Group, LLC; Fund ADMIN/PJ1001; Item: Vision Tulsa County Administration; Purpose: Administration; Amt Paid \$8,130.73

Use Tax Funded Projects Recommended for Payment

Creditor: Tulsa County Engineer: HEDSO/PJ1037; Item: Edison Bridge Replacement; Purpose: Consulting; Amt Paid \$9,491.20

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.

P. 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 Tulsa Area Emergency Management, gave an update on storm damage clean-up and applications to the Small Business Administration for assistance to businesses for losses suffered due to the storm.

Q. Executive Sessions - District Attorney:

1. Requested by Leana Glenn - 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: *Tort Claim TC-2023-42: Johnson v. The Board of County Commissioners of Tulsa County* disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest

2. Requested by Mike Shouse - 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 the pending case, to wit: *Mooney v. Regalado, Case No. 19-CV-462-TCK-FHM, pending in the United States District Court for the Northern District of Oklahoma*, 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 9:55 a.m.

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

R. Discussion and Possible Action Regarding Executive Session Items

Motion made by Karen Keith, seconded by Stan Sallee, to defer Executive Session #1 until 7/24/2023, to wit: *Tort Claim TC-2023-42: Johnson v. The Board of County Commissioners of Tulsa County*. 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 grant settlement authority to Commissioner Dunkerley, up to the amount as discussed in Executive Session, to-wit: *Mooney v. Regalado, Case No. 19-CV-462-TCK-FHM, pending in the United States District Court for the Northern District of Oklahoma*. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20231254)

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

BOARD OF COUNTY COMMISSIONERS


Kelly Dunkerley, Chairman

ATTEST:



Michael Willis, Tulsa County Clerk