

MINUTES
Tuesday, February 20, 2024

APPROVED
2/26/2024

I. CALL TO ORDER

The Board of County Commissioners (BOCC) met at the hour of 8:30 a.m., with the following members present: Commissioner Kelly Dunkerley, Commissioner Karen Keith and Commissioner Stan Sallee. Others present: County Clerk Michael Willis.

Stan Sallee, Chairman, called the meeting to order at 8:30 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, 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 February 12, 2024

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

IV. REPORTS

A. Elected Officials:

1. Assessor - Revolving Fund for 1/2024 (Clerk's Misc. File No. 20240259)
2. Treasurer - Depository Summary of Daily Analysis for 1/2024 (Clerk's Misc. File No. 20240260)

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

V. UNFINISHED BUSINESS

A. Bid Openings

1. TC Departments - Amendment to Correctional/Institutional Supplies
 - a. ACME Supply Co., Ltd. (Clerk's Misc. File No. 20240261)
 - b. Charm-Tex (Clerk's Misc. File No. 20240262)
 - c. ICS Jail Supplies, Inc. (Clerk's Misc. File No. 20240263)
 - d. Mini Wing USA – Rejected due to unexecuted Affidavit (Clerk's Misc. File No. 20240264)
 - e. Victory Supply (Clerk's Misc. File No. 20240265)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to refer the bids to TC Departments and Procurement for analysis, review and recommendation on 2/26/2024. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. Upon roll call, Yes - None. No - None. Abstain - None. Motion carried.

B. Bid Awards & Recommendations:

1. Engineers - Request for Qualifications for On-Call Surveying Services

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

C. Amendments

1. Administrative Services:

- a. #4 to the award for Print Cartridges to The Tree House, Inc., CMF #20220341, the most recent renewal, CMF #20231434, to exercise the option to renew for an additional six-months beginning 4/7/2024, with no changes to the terms (Clerk's Misc. File No. 20240266)
- b. #8 to the award for Office Supplies to Admiral Express, CMF #20200598, the most recent renewal, CMF #20231435, to exercise the option to renew the award for an additional six-months beginning 4/7/2024, with no changes to the terms (Clerk's Misc. File No. 20240267)

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

2. Highways - #1 to the award for Rental of Construction Signs, Lights, and Barricades, CMF #20230860, to Advanced Workzone Services, to amend the stipulation of monthly usage reports on consigned stock due by the first business day of the month, to the second business day of the month (Clerk's Misc. File No. 20240268)

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

VI. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 2/26/2024 (Clerk's Misc. File No. 20240258)

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

- B. New or Replacement Procurement Officers - (Engineers) - designating Jessica Venetoff as Receiving Specialist for CC2300 Highway Maintenance (Clerk's Misc. File No. 20240269)

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

- C. Resolution on Disposition of Funds/Cash Fund Estimate of Needs (Clerk's Misc. File No. 20240270)

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

- D. Appointment - (Board of County Commissioners) - Commissioner Stan Sallee - of Warren Queton to the Greater Tulsa Area Indian Affairs Commission representing the Kiowa Tribe, effective immediately for three-year term to expire 2/19/2027 (Clerk's Misc. File No. 20240271)

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

E. Requests for Approval

1. Board of County Commissioners - of Floodplain Property Elevation Project, Flood Mitigation Assistance Local Cost Share Commitment Letter, for 25% cost share of two properties, 1609 Ledbetter and 14724 W. 17th, bringing the County's cost share for the project to \$192,666.05 (Clerk's Misc. File No. 20240272)
2. Parks:
 - a. of \$1,200 donation from the J. A. LaFortune Foundation for the operations of the LaFortune Park Tennis Courts (Clerk's Misc. File No. 20240273)
 - b. of 2024 Parks fee schedule and reservation policies (Clerk's Misc. File No. 20240274)

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

F. Agreements

1. Board of County Commissioners - (INCOG) - Rural Economic Action Plan (REAP) Grants for funding period January 19, 2024 to September 30, 2025:
 - a. Contract #240135 in the amount of \$57,612 for purchase of Vacuum Machine (Clerk's Misc. File No. 20240275)
 - b. Contract #240142 in the amount of \$57,623 for the purchase of a Storm Siren (Clerk's Misc. File No. 20240276)
 - c. Contract #240230 in the amount of \$83,389 for W. 60th St. S. - 55 W. Ave. to 64th W. Ave. (Clerk's Misc. File No. 20240277)
2. Building Operations - Legend-Lifts, LLC, for the maintenance and servicing of Schindler Hydraulic Machine #30381, located at 5303 West 1st Street Tulsa, Oklahoma 74103, through 6/30/2024; monthly cost \$245 (Clerk's Misc. File No. 20240278)
3. Parks:
 - a. Ann Hill, for use of several Tulsa County Parks locations for painting classes, as requested by the instructor from 3/5/2024 - 3/5/2025; fee 20 percent of paid enrollment (Clerk's Misc. File No. 20240279)
 - b. Belinda Tubby, for use of several Tulsa County parks for Card Making classes, as requested by the instructor from 3/5/2024 - 3/4/2025; fee 20 percent of paid enrollment (Clerk's Misc. File No. 20240280)
 - c. JSJ, Inc., for Professional Golf Services at LaFortune Park and South Lakes (Clerk's Misc. File No. 20240281)
 - d. Manila Ice, to provide concessions at LaFortune Park, from 2/25/2024 - 3/25/2024; one-time fee of \$100 (Clerk's Misc. File No. 20240282)
 - e. Polylactic Productions, to provide 3D art at several Tulsa County Parks locations from 3/1/2024 - 2/28/2025; fee \$25 per event (Clerk's Misc. File No. 20240283)
4. Sheriff - JusticeLink, LLC, to provide voluntary referral services to arrestees brought to the Tulsa County Jail who are being released post-arrest, through 6/30/2024 (Clerk's Misc. File No. 20240284)

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

- G. Inventory Resolution - (Assessor) - Asset Disposal: junked - credenza (Clerk's Misc. File No. 20240285)

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

- H. Utility Permits - Engineers:

1. AAON, INC.:
 - a. for the crossings of W. 23rd St. S. and S. Union Ave., approximately 0.17 mi. S. of S. Union Ave. and W. 21st St. S. junction (Clerk's Misc. File No. 20240286)
 - b. for the paralleling and crossing (ramp) of W. 23rd St. S., approximately 0.11 mi. W. of S. Union Ave. and W. 21st St. S. junction (Clerk's Misc. File No. 20240287)
2. ONE Gas, Inc., for the crossing of 18601 S. Sheridan Rd., approximately 3.63 mi. S. & 1.20 mi. W. of the US 64 & SH 67 junction (Clerk's Misc. File No. 20240288)
3. Washington County Rural Water District #3, for the crossing of W. 4000 Rd., approximately 0.6 mi. E. of N. 4010 Rd. (Clerk's Misc. File No. 20240289)

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

- I. Claims

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

- J. Payroll claims - BiWeekly for 1/27-2/9/2024

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

- K. Blanket Purchase Orders and Emergency Purchase Orders

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

- L. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20240290)
Creditor: Guy Engineering; Trust #719384-J1; Item: 10,513 - PJ1031 - E. 51st St. So. between 177th & 193rd E. Ave.; Purpose: Design/Engineering; Amt. Paid: \$13,239.53
2. Vision Tulsa County (Clerk's Misc. File No. 20240291)
Sales Tax/Bond Funded Projects Recommended for Payment
Creditor: Guy Engineering; Fund H193E/PJ1028; Item: 31st, 41st, 51st Intersection on County Line (193rd); Purpose: Design; Amt. Paid: \$7,288.39

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

M. Executive Sessions - (District Attorney) - Requested by Andrew Mihelich:

1. 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: *TAEMA Voluntary Flood Acquisition Program - VBP #969, Ladonna Arce*, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest
2. 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: *TAEMA Voluntary Flood Acquisition Program - VBP #928, Walter and Elizabeth Bell*, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest
3. 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: *TAEMA Voluntary Flood Acquisition Program - VBP #958, Walter and Elizabeth Bell*, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest
4. 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: *TAEMA Voluntary Flood Acquisition Program - VBP #953, Randle and Teresa Hunt*, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest
5. 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: *TAEMA Voluntary Flood Acquisition Program - VBP #1021, Lorena Martin*, 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 Kelly Dunkerley, to strike the Executive Sessions. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

N. Discussion and Possible Action Regarding Executive Session Items

There were no Executive Sessions held.

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

BOARD OF COUNTY COMMISSIONERS


Stan Sallee, Chairman

ATTEST:


Michael Willis, Tulsa County Clerk