

MINUTES
Monday, March 4, 2024

APPROVED
3/11/2024

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 Kelly Dunkerley, Commissioner Karen Keith and Commissioner Stan Sallee. Others present: County Clerk Michael Willis, represented by First Deputy Traci Scullawl.

Stan Sallee, Chairman, called the meeting to order at 9:30 a.m., and the following business was transacted:

II. PLEDGE OF ALLEGIANCE

Sheriff Vic Regalado led the pledge of allegiance.

III. PROCLAMATION - Recognizing the week of March 3-9, 2024 as National Association of Women in Construction Week, and congratulates all women working in construction industries (Clerk's Misc. File No. 20240318))

Commissioner Stan Sallee read and presented the proclamation.

IV. MINUTES

A. Board of County Commissioner's Meeting of February 26, 2024

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.

V. REPORTS

A. Employees' Retirement System of Tulsa County - AndCo Consulting - Investment Performance Review for period ending 12/31/2023 (Clerk's Misc. File No. 20240319)

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

VI. UNFINISHED BUSINESS

A. Bid Awards & Recommendations:

1. Engineers - On-Call Surveying Services to CEC Corporation, Geodeca Land Surveying Company, Guy Engineering Services Inc., Meshek & Associates, LLC, Parkhill, Professional Engineering Consultants PA, Tanner Consulting, LLC, Universal Surveying & Mapping, LLC and Wallace Design Collective, the highest-ranked vendors based on the evaluation criteria prescribed in the request for qualifications (Clerk's Misc. File No. 20240320)
2. TC Departments - Amendment to Correctional-Institutional Supplies to ACME Supply Co., Ltd. and Victory Supply, LLC, the lowest and best bids received (Clerk's Misc. File No. 20240321)

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

- B. Addendum - (Building Operations) - #1 to the agreement with Graco Roofing & Construction, LLC, for the Tulsa County Central Garage Roof Replacement, CMF #20220292, to execute the agreed upon resolution for property damage that incurred during the performance of the above-mentioned project by Graco. Graco waives their right to the

project retainage payment as outlined in the original agreement in the amount of \$14,601.36 and agrees to pay Tulsa County an additional \$4,366.64 to cover the cost of property damages totaling \$18,968 (Clerk's Misc. File No. 20240322)

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.

C. Amendments

1. Administrative Services - #2 to the award for Paperstock for Printing to Midland Paper Company, CMF #20230512, the most recent renewal, CMF #20231521, to exercise the option to renew for an additional six-months beginning 4/17/ 2024 (Clerk's Misc. File No. 20240323)
2. Building Operations - #5 to the award for Lumber and Building Materials to Economy Lumber Co., Inc, CMF #247562, the most recent renewal, CMF #20230364, to exercise the option to renew the award for an additional one-year beginning 4/16/2024 (Clerk's Misc. File No. 20240324)
3. Engineers - #4 to the award for Geotechnical Testing Services, to EST, Inc., HCGC, LLC, and Terracon, CMF #20200755, the most recent renewal, CMF #20230363, to exercise the option to renew the award for an additional one-year beginning 4/13/2024 (Clerk's Misc. File No. 20240325)

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.

VII. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 3/11/2024 (Clerk's Misc. File No. 20240317)

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

- B. Appointment - (Board of County Commissioners) - Commissioner Keith - of Tony Roda to the Levee District 12 Advisory Board, effective immediately, to replace Mr. Montie Box, who passed away while serving his term; term expires 10/31/2024 (Clerk's Misc. File No. 20240326)

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

- C. Memorandum of Understanding - (Court Clerk) - City of Broken Arrow, for lease of office space located at 123 North Main Street Broken Arrow, Oklahoma 74012, through 12/31/2024, to provide services such as marriage certificates and licenses, clergy licenses, and civil and family filings (Clerk's Misc. File No. 20240327)

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.

- D. Request to Accept and File - (Board of County Commissioners) - Complaint of Erroneous Assessment & Order of Correction for Tulsa County Headquarters Building, 218 W. 6th St., Tulsa, OK (Clerk's Misc. File No. 20240328)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to accept and file the assessment. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

E. Requests for Approval

1. Engineers:

- a. of Acquisition Offer for real property from William C. Jackson Marital Trust for county project J/P: TC06303820; 41st St. 137th to Coyote Trail; Parcel(s): 6.0, 6.1 in the amount of \$38,564 (Clerk's Misc. File No. 20240329)
- b. of Acquisition Offer for real property from William C. Jackson Marital Trust and Robert Lewis Jackson for county project J/P: TC06303820; 41st St. 137th to Coyote Trail; Parcel(s): 5.0, 5.1, in the amount of \$37,268 (Clerk's Misc. File No. 20240330)
- c. of Letter of Support to the U.S. Department of Transportation for the application made by Circuit Engineering District #1 for Bridge Investment Program grant-funding for the Belford Bridge in Pawnee & Osage counties (Clerk's Misc. File No. 20240331)
- d. of Letter of Support to the U.S. Department of Transportation for the application made by Circuit Engineering District #1 for Bridge Investment Program grant-funding for Bridges 257, 85, and 89 in Mayes & Creek counties (Clerk's Misc. File No. 20240332)
- e. of Right-of-Way easement from Robert and Joanna Wallis (CLLA-10) (Clerk's Misc. File No. 20240333)
- f. of Right-of-way Easement correction from Heath and Stephanie Timmerman (LS-21549) (Clerk's Misc. File No. 20240334)

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.

2. Parks:

- a. of LaFortune Golf dining price adjustments (Clerk's Misc. File No. 20240335)
 - b. to rescind the proposed agreement with JSJ, Inc., for Professional Golf Services at LaFortune Park and South Lakes not yet executed by JSJ, Inc., CMF #20240303, approved on 2/26/2024 (Clerk's Misc. File No. 20240336)
3. Procurement - of Amendment #6 of award for Safety Shoes, CMF #20240073, to correct approved item to read "Amendment #7", due to scrivener error on memo (Clerk's Misc. File No. 20240337)

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

- F. Request for Public Hearing - (INCOG) - on Monday, March 25, 2024 at 9:30 a.m., to receive recommendations on housing needs for the cities and counties within the Metropolitan Tulsa HOME Consortium and non-housing community development needs for the cities within the Tulsa County CDBG Urban County. It is anticipated that Tulsa County will receive \$1,243,349 in FY 2024 HOME funds and \$1,457,941 in FY 2024 CDBG funds from the Department of Housing and Urban Development. Citizens are requested to participate in the hearing and express their views on the allocation of these funds and the development of the Consolidated Annual Action Plan to be submitted to HUD. This request also authorizes advertisement in the Tulsa World (Clerk's Misc. File No. 20240338)

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

G. Resolutions - Employees' Retirement System of Tulsa County:

- 1. Adopting amendment to Benefits and Plan Provisions (Clerk's Misc. File No. 20240339)

2. Adopting amendments to the Policy and Procedure Manual for employee elections (Clerk's Misc. File No. 20240340)

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. Agreements

1. District Attorney:

- a. JD Young Think Health Systems, for rental and service of PW90-R Water Filtration System located at 500 South Denver Avenue Suite 800 Tulsa, Oklahoma 74103; monthly cost \$46.95 (Clerk's Misc. File No. 20240341)
- b. Sheriff, partnership for BJA funds grant from U.S. Department of Justice in the amount not to exceed \$190,011.40 to support the Tulsa County Intellectual Property Enforcement Program to reduce intellectual property crimes by providing a deputy to investigate (Clerk's Misc. File No. 20240342)

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.

2. Parks:

- a. Bro Kones Shaved Ice, LLC:
 - 1) to provide free snow cones to the public during the Art of Joy event at LaFortune Park on 4/26/2024 from 6:00 to 9:00 p.m.; cost of \$300 (Clerk's Misc. File No. 20240343)
 - 2) for use of South County Recreation Center to provide concessions on a monthly basis from 4/1/2024 through 7/31/2024, fee \$100 per month (Clerk's Misc. File No. 20240344)
- b. Cass and Keen Native Jewelry, for use of all Tulsa County Park locations to provide concessions from 3/1/2024 through 2/28/2025, fee \$25 per event attended (Clerk's Misc. File No. 20240345)
- c. Joyce Gossom, for use of several Tulsa County Parks to provide Tai Chi classes from 3/8/2024 through 6/30/2024, fee 20% of paid enrollment (Clerk's Misc. File No. 20240346)
- d. JSJ, Inc., for Golf Services at LaFortune and South Lakes golf courses (Clerk's Misc. File No. 20240347)
- e. Robert Spears, for use of several Tulsa County Parks to hold Country Western Dance classes from 3/5/2024 through 6/6/2024, fee 20% of paid enrollment (Clerk's Misc. File No. 20240348)
- f. Sunny Ray, for use of several Tulsa County Parks to provide Yoga classes from 3/5/2024 through 6/28/2024, fee 20% of paid enrollment (Clerk's Misc. File No. 20240349)

3. Sheriff - Thomson Reuters Enterprise, for the subscription of West Proflex; cost \$596.73/per month for twelve months (Clerk's Misc. File No. 20240350)

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.

I. Inventory Resolutions

1. Assessor - Asset Disposal: junked - file cabinet (Clerk's Misc. File No. 20240351)

2. Board of County Commissioners - Asset Transfer: to IT, Treasurer, Procurement and Building Operations - miscellaneous furniture (Clerk's Misc. File No. 20240352)
3. Building Operations - Asset Disposal: sold - vehicles (Clerk's Misc. File No. 20240353)
4. Engineers - Asset Disposal: junked - Dyna-Clean parts cleaner (Clerk's Misc. File No. 20240354)

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.

J. Travel/Training

1. Board of County Commissioners - Darren Gantz to attend the 2024 NACo Annual Conference & Exposition, in Tampa, FL on 7/11-15/2024, cost \$2,430.50 (Clerk's Misc. File No. 20240355)
2. Engineers - Ian Cyr, to travel and attend training, conferences, and meetings, both in-county and out-of-county, on an as-needed basis for County business for the remainder of the current fiscal year which ends 6/30/2024. Expenses may include, but are not limited to, registration, lodging, per diem, airfare, and general transportation. Total travel & training expenses shall not exceed \$1,000 (Clerk's Misc. File No. 20240356)
3. Human Resources:
 - a. Kathy Burrows - to 2024 NACo Annual Conference & Exposition in Hillsborough County, FL, on 7/11-16/2024. I am asking for Early Bird Registration and Airfare to be taken out of FY2024 budget, which will not exceed \$1,100, and Per Diem and transportation costs be taken out of our FY2025 budget, which will not exceed \$500 (Clerk's Misc. File No. 20240357)
 - b. Eddie Tijerina - Oral Fluid Testing Training in OKC, OK on 3/29/2024; cost \$295 (Clerk's Misc. File No. 20240358)

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

K. 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.

L. Payroll claims - Biweekly for 2/10-23/2024

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.

M. 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.

N. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20240359)
Creditor: City of Tulsa; Trust #719384-L1; Project #PJ1556; Item #10515 - N. Boston Ave. Pedestrian Bridge (P2); Partial Funding per Inter-Local Agreement; Amt. Paid: \$800,000

2. Vision Tulsa County (Clerk's Misc. File No. 20240360)

Sales Tax/Bond Funded Projects Recommended for Payment

Creditor: Walter P. Moore; Fund H41SO/PJ1030; Item: 41st St. Improvements 137th W. Ave. to 193rd W. Ave.; Purpose: Design; Amt. Paid \$4,369.72

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.

VIII. 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.

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 Kelly Dunkerley, seconded by Karen Keith, 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