

MINUTES
Monday, April 8, 2024

APPROVED
4/15/2024

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, Commissioner Stan Sallee. Others present: County Clerk Michael Willis.

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

II. PROCLAMATION

- A. Recognizing the month of April 2024, as Child Abuse Prevention and Awareness Month in Tulsa County (Clerk's Misc. File No. 20240495)

Commissioner Sallee read and presented the Proclamation. 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 Sallee. No - None. Abstain - None. Motion carried.

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. MINUTES

- A. Board of County Commissioner's Special Meeting of March 28, 2024

- B. Board of County Commissioner's Meeting of April 1, 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. Elected Officials - (County Clerk) - Monthly for 3/2024 (Clerk's Misc. File No. 20240496)

- B. County Departments - (Human Resources) - Quarterly Workers Compensation Multiple Injury Trust Fund (Clerk's Misc. File No. 20240497)

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.

VI. UNFINISHED BUSINESS

- A. Bid Openings - (Parks) - Request for Qualifications:

1. Construction Management At-Risk for Chandler Park Improvements

- a. AC Owen Construction, LLC (Clerk's Misc. File No. 20240498)

- b. Crossland Heavy Contractors, Inc. (Clerk's Misc. File No. 20240499)
- c. Stava Building, LLC, dba Lyle Building Group (Clerk's Misc. File No. 20240500)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to refer the bids to Parks and Procurement for analysis, review and recommendation on April 15, 2024. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- 2. Construction Management At-Risk for O'Brien Park Improvements
 - a. AC Owen Construction, LLC (Clerk's Misc. File No. 20240501)
 - b. Crossland Heavy Contractors Inc (Clerk's Misc. File No. 20240502)
 - c. Stava Buiding LLC, dba Lyle Building Group (Clerk's Misc. File No. 20240503)
 - d. Rick Scott Construction Inc (Clerk's Misc. File No. 20240504)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to refer the bids to Parks and Procurement for analysis, review and recommendation on April 15, 2024. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- B. Addendum - (Highways) - #1 to the Request to Advertise for Traffic Signal Equipment and Parts, CMF #20240415, set to open 4/15/2024, to provide answers to vendor questions (Clerk's Misc. File No. 20240505)

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

C. Amendments

- 1. Engineers - #3 to the agreement with Meshek & Associates, LLC, for consultant services related to purchasing Right of Ways for miscellaneous roadway and bridge projects, CMF #20212606, the most recent amendment, CMF #20230797, to update compensation rates for certain services in connection to the project effective for FY 2024-2025 (Clerk's Misc. File No. 20240506)
- 2. Parks:
 - a. #4 to the agreement with GH2 Architects, LLC, for Architectural Services for the Case Tennis Center at LaFortune Park, CMF #20212290, for reduction of design of the restrooms and adjustment to the architect's compensation amount from \$19,000 to \$18,050 (Clerk's Misc. File No. 20240507)
 - b. #5 to the agreement with GH2 Architects, LLC, for Architectural Services for the Case Tennis Center at LaFortune Park, CMF #20212290, for reduction for tennis construction documents and adjustment to the architect's compensation amount from \$161,600 to \$153,520 (Clerk's Misc. File No. 20240508)

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.

VII. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 4/15/2024 (Clerk's Misc. File No. 20240494)

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 - (County Clerk) - designating Megan Bond as new requisitioning officer (Clerk's Misc. File No. 20240509)

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. Memorandum of Understanding - (Sheriff) - United States Department of Veterans Affairs (VA), Eastern Oklahoma VA Healthcare System (EOVAHCS), to establish general working relationships as a means of reinforcing Interagency coordination and responsibility concerning law enforcement, emergency response, requests for assistance, physical security and access control operations at EOVAHCS locations (Clerk's Misc. File No. 20240510)

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.

D. Requests for Approval

1. Engineers

- a. Bedford R. English or Brenda English, Trustees of the Bedford R. and Brenda English Family Revocable Trust, to extend the offer of compensation in the amount of \$26,540.00, Parcels: 4.0, 4.1 & 4.A, to acquire permanent right of way of 1.02 acres, plus damages, project #TC06303820, 41st Street 137th to Coyote Trail (Clerk's Misc. File No. 20240511)
- b. Braden M. Gramm, to extend the offer of compensation in the amount of \$8,500, Parcels: 1.0, 1, to acquire permanent right of way of .52 acres, plus damages, project #TC06303820, 41st Street 137th to Coyote Trail (Clerk's Misc. File No. 20240512)
- c. Chad Lee Goodman & Sandi D. Goodman, to extend the offer of compensation in the amount of \$1,850, Parcels: 13.0, 13.A, to acquire permanent right of way of .045 acres, plus damages, project #TC06303820, 41st Street 137th to Coyote Trail (Clerk's Misc. File No. 20240513)
- d. Chase Lee Bristow & Shania Bristow, to extend the offer of compensation in the amount of \$500, Parcel: 8.0, to acquire permanent right of way of .0011 acres, plus damages, project #TC06303820, 41st Street 137th to Coyote Trail (Clerk's Misc. File No. 20240514)
- e. City of Sand Springs, Oklahoma, to extend the offer of compensation in the amount of \$2,700, Parcel: 18.0, to acquire permanent right of way of .06 acres, project #TC06303820, 41st Street 137th to Coyote Trail (Clerk's Misc. File No. 20240515)
- f. Cozort Properties, LLC, to revise the compensation amount from \$1,050 to \$2,100 to acquire permanent right of way of property, Parcel(s) 16, 16.1, for project located at 91st St. U.S 75 to Elwood Avenue, CMF# 20230637, as a temporary easement was missed from the original offer (Clerk's Misc. File No. 20240516)
- g. Firey Oil & Gas, Inc., to extend the offer of compensation in the amount of \$2,900, Parcels: 10.0, 10.A to acquire permanent right of way of .43 acres, plus damages, project #TC06303820, 41st Street 137th to Coyote Trail (Clerk's Misc. File No. 20240517)
- h. Fisher Baptist Church, Inc., to extend the offer of compensation in the amount of \$7,875, Parcels: 11.0, 11.A, to acquire permanent right of way of .18 acres,

plus damages, project #TC06303820, 41st Street 137th to Coyote Trail (Clerk's Misc. File No. 20240518)

- i. Guy Engineering - for Lumen/Century Link, to place 4,207' of 144CT Fiber Optic Cable in an existing conduit located on E. 51st Street from 177th to 193rd roundabout (Clerk's Misc. File No. 20240519)
- j. Jonathan D. Mourney, to extend the offer of compensation in the amount of \$7,700, Parcel: 2.0, to acquire permanent right of way of 0.67 acres, plus damages, project #TC06303820, 41st Street 137th to Coyote Trail (Clerk's Misc. File No. 20240520)
- k. Juan Carlos Sanchez and Rosa M. Sanchez, to extend the offer of compensation in the amount of \$36,196, Parcels: 3.0, 3.A, to acquire permanent right of way of 0.6858 acres, plus damages, project #TC06303820, 41st Street 137th to Coyote Trail (Clerk's Misc. File No. 20240521)
- l. Noble Properties, LLC, to extend the offer of compensation in the amount of \$8,400, Parcel: 17.0, to acquire permanent right of way of .19 acres, plus damages, project #TC06303820, 41st Street 137th to Coyote Trail (Clerk's Misc. File No. 20240522)
- m. Oklahoma Department of Transportation settlement and claim for payment of right-of-way required for the 101st Street from Mingo to Garnett project, State Project JP 29345(05), assigned to Case Plaza Del Sol, LP, in the amount of \$33,000 (Clerk's Misc. File No. 20240523)
- n. Robert A. Gastel Revocable Trust, to extend the offer of compensation in the amount of \$4,200, Parcel: 15.0, to acquire permanent right of way of .05 acres, plus damages, project #TC06303820, 41st Street 137th to Coyote Trail (Clerk's Misc. File No. 20240524)
- o. Robert B. Lloyd & Peggy A. Lloyd, to extend the offer of compensation in the amount of \$500, Parcel: 9.0, to acquire permanent right of way of .0011 acres, plus damages, project #TC06303820, 41st Street 137th to Coyote Trail (Clerk's Misc. File No. 20240525)
- p. Ronald E. Dahl & Kristie Kay Dahl, to extend the offer of compensation in the amount of \$3,550, Parcel: 12.A, to acquire permanent right of way of .05 acres, plus damages, project #TC06303820, 41st Street 137th to Coyote Trail (Clerk's Misc. File No. 20240526)
- q. William Kurtis Vanderyt & Amy Michelle Vanderyt, to extend the offer of compensation in the amount of \$1,250, Parcels: 16.0, 16.A, to acquire permanent right of way of .09 acres, plus damages, project #TC06303820, 41st Street 137th to Coyote Trail (Clerk's Misc. File No. 20240527)

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. Tulsa Area Emergency Management Agency (TAEMA) - of closing summary and instructions for the property associated with the Tulsa Voluntary Buyout Program, Case #928, reviewed and approved by the BOCC, CMF #20240405, for a contract between the County and the Seller to move forward with acquisition. As this parcel is tenant occupied, upon the seller's acceptance of the contract, the program has calculated a Tenant Relocation Assistance Packet (RAP) (Clerk's Misc. File No. 20240528)

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

E. Agreements

1. Assessor - Josh Myers Valuation Solutions, LLC, for consulting services to perform an On-Site Valuation Model Review at a flat rate of \$4,900, including all travel expenses from 4/15-17/2024 (Clerk's Misc. File No. 20240529)
2. County Clerk - Aesthetics Made by Alex, for a self-painting class in room 132 of the Tulsa County HQ building on 4/11/2024, from 7:00 to 9:00 p.m.(Clerk's Misc. File No. 20240530)
3. District Attorney - Karpel Solutions, for licenses and support of the PROSECUTORbyKarpel software program through 3/31/2025, cost \$121,050 (Clerk's Misc. File No. 20240531)

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.

4. Parks

- a. Artful Adornments, to provide concessions at all Tulsa County Parks from 4/1/2024 through 3/30/2025, fee \$25 per event (Clerk's Misc. File No. 20240532)
- b. Charlie's Chicken, for a company picnic at Haikey Creek Park on 6/1/2024 from 3:00 to 8:00 p.m.; fee \$700 (Clerk's Misc. File No. 20240533)
- c. Danke's Doxies, to provide concessions at all Tulsa County Parks from 4/1/2024 through 3/30/2025, fee \$25 per event (Clerk's Misc. File No. 20240534)
- d. Homemade Is From The Heart, to provide concessions at all Tulsa County Parks from 4/8/2024 through 4/7/2025; fee \$25 per event (Clerk's Misc. File No. 20240535)
- e. Lark Design, to provide concessions at all Tulsa County Parks from 4/8/2024 through 4/7/2025; fee \$25 per event (Clerk's Misc. File No. 20240536)
- f. Parent Child Center of Tulsa, for a Fatherhood Today picnic at LaFortune Park SW Pavilion 2 on 4/13/2024 from 9:00 a.m. to 2:00 p.m.; fee \$56.25 (Clerk's Misc. File No. 20240537)
- g. Uniquely Crafted Designs, to provide concessions at all Tulsa County Parks from 4/8/2024 through 4/7/2025, fee \$25 per event (Clerk's Misc. File No. 20240538)

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.

F. Agreement Renewals

1. Employees' Retirement System of Tulsa County - Prisa II Fund Manager, LLC, for renewal of CMF #20230611 for FY 2024-2025 (Clerk's Misc. File No. 20240539)
2. Human Resources - McAtee and Cassody, for renewal of CMF #20230693 for FY 2024-2025 (Clerk's Misc. File No. 20240540)
3. Sheriff:
 - a. ATM Depot, Inc., for renewal of CMF #20230386 for FY 2024-2025 (Clerk's Misc. File No. 20240541)

- b. Color Free Systems, for renewal of CMF #20230434 for FY 2024-2025 (Clerk's Misc. File No. 20240542)
- c. Hugg & Hall, for renewal of CMF #20230495 for FY 2024-2025 (Clerk's Misc. File No. 20240543)
- d. JD Young, for renewal of CMF #20230341 for FY 2024-2025 (Clerk's Misc. File No. 20240544)
- e. John 3:16 Mission, for renewal of CMF #20230393 for FY 2024-2025 (Clerk's Misc. File No. 20240545)
- f. JRW, Inc., dba Financial Equipment Company, for renewal of CMF #20231133 for FY 2024-2025 (Clerk's Misc. File No. 20240546)
- g. LeadsOnline, LLC, for renewal of CMF #20230342 for FY 2024-2025 (Clerk's Misc. File No. 20240547)
- h. Oklahoma State Bureau of Investigation, for renewal of CMF #20231322 for FY 2024-2025 (Clerk's Misc. File No. 20240548)
- i. Red Earth Environmental, Inc., for renewal of CMF #20230396 for FY 2024-2025 (Clerk's Misc. File No. 20240549)

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.

G. Inventory Resolutions

- 1. Building Operations - Surplus: fuel tank monitor (Clerk's Misc. File No. 20240550)
- 2. Court Services - Asset transfer to Building Operations: vehicle (Clerk's Misc. File No. 20240551)
- 3. Highway Construction - Surplus: vehicles and miscellaneous equipment (Clerk's Misc. File No. 20240552)
- 4. Highway District #2 - Surplus: vehicle (Clerk's Misc. File No. 20240553)

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. Claims

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.

I. 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.

J. Consideration and Approval of Construction Program Payments

- 1. Vision Tulsa County
Sales Tax Funded Projects Recommended for Payment
 Creditor: Tulsa County Alternative Courts; Fund HERJR/PJ1085; Item: Ray Jordan Renovations - Alt. Courts; Purpose: Distribute Balance; Amt. Paid: \$483.37 (Clerk's Misc. File No. 20240554)

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.

K. Executive Sessions - District Attorney:

1. Requested by Andrew Higginbotham - 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-2024-21, Jordyn Neighbors*, 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 Leana Glenn:
 - a. 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-2024-11: Norma Schinnerer v. Board of County Commissioners of Tulsa County, Oklahoma*, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest
 - b. 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-2024-12: Ronald Mondell v. Board of County Commissioners of Tulsa County, 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 Kelly Dunkerley, to go into Executive Session. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:48 a.m.

Motion made by Kelly Dunkerley, seconded by Karen Keith, to reconvene the regular meeting at 9:55 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

L. Discussion and Possible Action Regarding Executive Session Items

Motion made by Karen Keith, seconded by Kelly Dunkerley, to authorize the District Attorney to proceed as discussed in Executive Session, to wit: *Tort Claim TC-2024-21, Jordyn Neighbors*. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20240555)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to authorize the District Attorney to proceed as discussed in Executive Session, to wit: *Tort Claim TC-2024-11: Norma Schinnerer v. Board of County Commissioners of Tulsa County, Oklahoma*, Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20240556)

Motion made by Karen Keith, seconded by Kelly Dunkerley to strike the item to wit: *Tort Claim TC-2024-12: Ronald Mondell v. Board of County Commissioners of Tulsa County, Oklahoma*. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

VIII. 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.

IX. 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