

APPROVED
5/6/2024

MINUTES
Monday, April 29, 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.

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

II. PRESENTATION OF AWARD

- A. American Institute of Architects (AIA), Oklahoma Chapter, presents Merit Award of Civic Architecture 2023 for excellence in design of the Family Center for Juvenile Justice (Clerk's Misc. File No. 20240663)

Whitney Stauffer and Shane Aaron, representing Narrate, presented the American Institute of Architects Merit Award to the Commission.

III. MINUTES

- A. Board of County Commissioner's Meeting of April 22, 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.

IV. REPORTS

- A. County Departments - (Engineers) - 2024 Annual Stormwater to Oklahoma Department of Environmental Quality (ODEQ) (Clerk's Misc. File No. 20240664)

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.

V. UNFINISHED BUSINESS

- A. Bid Openings

1. Parks - Chandler Park Recreation Center Roof Replacement

- a. Atwell Roofing Co., Inc. (Clerk's Misc. File No. 20240665)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to refer the bids to Parks and Procurement for analysis, review and recommendation on May 6, 2024. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- B. Bid Awards & Recommendations - (Parks) - Request for Qualifications:

1. Construction Management At-Risk for Chandler Park Improvements, to Stava Building, LLC, dba Lyle Building Group (Clerk's Misc. File No. 20240666)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve the recommendation. 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 - Deferred

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

C. Amendments

1. Board of County Commissioners - #1 to the agreement with Ross Group Construction Corporation, for the HQ 3rd and 6th Floor Renovation, CMF# 20240080, to include the Guaranteed Maximum Price for the construction of the above project not to exceed \$1,648,834 (Clerk's Misc. File No. 20240667)
2. Building Operations - #9 to the award for janitorial services to Final Touch Cleaning, CMF #237866, the most recent renewal, CMF #20230682, to exercise the option to renew the award for an additional year beginning 7/1/2024, with no changes to the terms (Clerk's Misc. File No. 20240668)
3. TC Departments - #2 to the award for Safety Supplies to Hard Hat Safety and Glove, LLC, CMF #20221213, most recent renewal CMF #20230633, for an additional year beginning 6/27/2024, with no changes to the terms (Clerk's Misc. File No. 20240669)

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.

VI. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 5/6/2024 (Clerk's Misc. File No. 20240662)

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

- B. Memorandum of Understanding - (Sheriff) - Domestic Violence Intervention Services, (DVIS), for the Inmate PREA Project to provide an advocate for inmates requesting sexual assault exams (Clerk's Misc. File No. 20240670)

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. Requests for Approval

1. Engineers - of right of way easement for Sharon Ann and Warren Nigil Johnson, CLS-33 (Clerk's Misc. File No. 20240707)
2. Human Resources
 - a. of Mollie Hackworth for BOKF Plan Sponsor web portal user access for 457, 401a and PEHP plans (Clerk's Misc. File No. 20240671)
 - b. of donations from Voya, Community Care, Delta Dental, Gallagher, VSP, BOK and Allstate, approximate value of \$1,500 for the 2024 Open Enrollment. Items include gift cards, tote bags, pens, toothbrushes, sunglasses, lens cloths and cups (Clerk's Misc. File No. 20240672)
3. INCOG - of revisions to the Tulsa County Environmental Review Policies and Procedures to ensure the environmental clearance is conducted prior to commitment of funding (Clerk's Misc. File No. 20240673)
4. Parks - to authorize Michael Liebe, Superintendent of Operations for the Parks Department, to submit grant applications on behalf of Tulsa County for eligible lighting projects under the Energy Efficiency and Conservation Block Grant (EECBG) Program (Clerk's Misc. File No. 20240674)

5. Social Services:
 - a. of March 2024 donations of medications from various nursing homes and of various items from various individuals to the pharmacy and transitional living center (Clerk's Misc. File No. 20240675)
 - b. to close the George Prothro, MD Pharmacy on 5/22-23/2024 to conduct the annual inventory (Clerk's Misc. File No. 20240676)
6. Tulsa Area Emergency Management Agency - (TAEMA) - of updated Floodplain Property Elevation Project, FMA Local Cost Share Commitment (Clerk's Misc. File No. 20240677)

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.

D. Resolutions

1. Board of County Commissioners:
 - a. authorizing the partial distribution of these Use Tax proceeds as follows:
The 86th St. Improvement from N. Memorial Dr. to HWY 75 (HW86N/PJ1047 CMF# 20230808) for Right of Ways and utilities relocation in the amount of \$1,000,000 and The 91st St. S. Improvement from HWY 75 to Elwood (H91SO/PJ1033 CMF# 20231276) for Right of Ways acquisition and related consulting services in the amount of \$1,400,000 (Clerk's Misc. File No. 20240678)
 - b. authorizing the partial distribution of Sales Tax Funds for the Tulsa County Pro-rata contribution to Tulsa County Drainage District No. 12 for the local share matching funds related to USACE PED (Planning, Engineering and Design) of the long-term Levee Improvements project (TWTLV/PJ1089 CMF# 20210586), in the amount of \$625,000 in accordance with the reimbursement agreement between Drainage District No. 12 and the Board of County Commissioners (Clerk's Misc. File No. 20240679)

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 Sallee. No - None. Abstain - None. Motion carried.

- c. to set a hearing to close and vacate a portion of 66th St. N. (Clerk's Misc. File No. 20240680)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Chairman to set the hearing for May 20, 2024 at 9:30 a.m. in Room 132 of the TC Headquarters Building, 218 W. 6th St., Tulsa, OK. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

E. Agreements

1. Board of County Commissioners:
 - a. City of Bixby - Consider and take action on the approval or disapproval of certain form of Agreement presented to this meeting in connection with Vision 2025, authorizing the Chairman upon advice of counsel to make changes to the form of such Agreement and to execute and deliver this Agreement and all documents and agreements as may be necessary or required: Capital Improvements Agreement by and between the Board of County Commissioners of Tulsa County, Oklahoma and the City of Bixby, Oklahoma (Bixby 148th Street Expansion Project) (Clerk's Misc. File No. 20240681)

- b. Walter L. Bell and Elizabeth L. Bell, for TAEMA Voluntary Flood Acquisition Program - VBP #958 in the amount of \$155,000 for Lot Six (6), Block Six (6), Meadow Valley, an Addition to the City of Sand Springs, Tulsa County, State of Oklahoma, according to the recorded Plat No. 3255., Tax ID: 61965-91-15-09870 (Clerk's Misc. File No. 20240682)
2. District Attorney - Family and Children's Services, Subrecipient of BJA funds, to provide three case managers in order to reduce overdoses and substance use in Tulsa County, from 10/1/2023 - 9/30/2025, in the amount of \$685,278.05 (Clerk's Misc. File No. 20240683)
3. Election Board - Oklahoma State University - Tulsa (OSU-Tulsa), for use of OSU-Tulsa Auditorium, located at 700 N. Greenwood Avenue Tulsa, Oklahoma 74106 for Precinct Official Training FROM 4/30-5/4/2024; cost \$2,250 (Clerk's Misc. File No. 20240684)
4. IT - Alias Forensics, for Incident Response Retainer, a cybersecurity service, specializing in preventing, detecting, and responding to cyberattacks; cost \$19,800 (Clerk's Misc. File No. 20240685)
5. Parks:
 - a. Individual Car Club, for the ICC 25th Anniversary Car Show at Chandler Park on 6/16/2024, from 6:00 a.m. to 8:00 p.m.; fee \$1,800 (Clerk's Misc. File No. 20240686)
 - b. Lavon Clark, dba Curbside Vending, to provide drink vending machines at Tulsa County Parks from 5/1/2024 through 4/30/2025; fee 20% of sales (Clerk's Misc. File No. 20240687)
6. Sheriff:
 - a. American Correctional Association, for audit and reaccreditation of the David L. Moss Criminal Justice Center; cost of \$14,650 (Clerk's Misc. File No. 20240688)
 - b. Wallace Design Collective, PC, for Civil Engineering Design Services to survey existing and new entry drives to create legal descriptions and exhibits for up to three easements at the Tulsa County Sheriff's Administration Building, located at 6500 East 66th Street N. Tulsa, Oklahoma 74117; cost \$3,500 (Clerk's Misc. File No. 20240689)

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

F. Agreement Renewals

1. Highway Construction - ImageNet Consulting, LLC, for renewal of CMF #20230661 for FY 2024-2025 (Clerk's Misc. File No. 20240690)
2. Highway District #2:
 - a. Advance Alarms, Inc., for renewal of CMF #20230902 for FY 2024-2025 (Clerk's Misc. File No. 20240691)
 - b. ImageNet Consulting, LLC, for renewal of CMF #20230903 for FY 2024-2025 (Clerk's Misc. File No. 20240692)
3. IT - TeamDynamix Solutions LLC, for renewal of CMF #20230662 for FY 2024-2025 (Clerk's Misc. File No. 20240693)

4. Sheriff:
 - a. Domestic Violence Intervention Services (DVIS), for renewal of CMF #20230392 for FY 2024-2025 (Clerk's Misc. File No. 20240694)
 - b. Oklahoma Department of Mental Health and Substance Abuse, (ODMHSAS), for renewal of CMF #20231136 for FY 2024-2025 (Clerk's Misc. File No. 20240695)
 - c. Schaffer Herring, LLC, for renewal of CMF #20231137 for FY 2024-2025 (Clerk's Misc. File No. 20240696)
5. Treasurer:
 - a. Blue Law Firm, PC, for renewal of CMF #20230760 for FY 2024-2025 (Clerk's Misc. File No. 20240697)
 - b. Business Imaging Systems, for renewal of CMF #20230761 for FY 2024-2025 (Clerk's Misc. File No. 20240698)

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. Engineers - Asset disposal: junked - computer (Clerk's Misc. File No. 20240699)
2. Juvenile Bureau - Asset disposal: sold - vehicle (Clerk's Misc. File No. 20240700)
3. OSU Extension - Asset disposal: junked - BCS Tiller (Clerk's Misc. File No. 20240701)
4. Sheriff - Asset disposal: retired to Danny Smith & Charles Crow - Glock 17; junked - firearms (Clerk's Misc. File No. 20240702)

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) - Cox Communications:

1. for the parallel of S. 57th W. Ave., approximately 0.01 mi. N. of the S. 57th W. Ave. and W. 1st St. junction (Clerk's Misc. File No. 20240703)
2. for the cross and parallel of S. 77th W. Ave. & W. 16th St., approximately 0.26 mi. E. of the S. 81st W. Ave. & W. 16th St. junction (Clerk's Misc. File No. 20240704)

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. Travel/Training - (Court Services) - D.J. Cohea and Pam Funsch, to complete an online exam to become a Certified Pretrial Service Professional (CPSP) from the National Association of Pretrial Services Agencies (NAPSA); cost \$350 (Clerk's Misc. File No. 20240705)

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

J. 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.

K. Payroll claims

1. Biweekly for 4/6-19/2024
2. Monthly for 4/2024

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 Sallee. No - None. Abstain - None. Motion carried.

L. Blanket Purchase Orders and Emergency Purchase Orders

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.

M. 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. 20240706)

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

VII. 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.

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

 Pro Tem
Stan Sallee, Chairman

ATTEST:



Michael Willis, Tulsa County Clerk

