

MINUTES
Monday, May 6, 2024

APPROVED
5/13/2024

I. CALL TO ORDER

The Board of County Commissioners (BOCC) met at the hour of 9:30 a.m., with the following members present: Chief Deputy Darren Gantz, representing Commissioner Kelly Dunkerley, Chief Deputy Michael Craddock, representing commissioner Stan Sallee and Commissioner Karen Keith. Others present: County Clerk Michael Willis.

Karen Keith, Chairman Pro Tem, called the meeting to order at 9:30 a.m., and the following business was transacted:

II. PLEDGE OF ALLEGIANCE

Chief Deputy James Rea led the Pledge of Allegiance.

III. PROCLAMATION

- A. Proclaiming May 5-11, 2024, as "Oklahoma Home and Community Education Week" (Clerk's Misc. File No. 20240709)

Commissioner Keith read and presented the Proclamation. Motion made by Michael Craddock, seconded by Darren Gantz, to approve the Proclamation. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

IV. MINUTES

- A. Board of County Commissioner's Meeting of April 29, 2024

Motion made by Darren Gantz, seconded by Michael Craddock, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

V. REPORTS

- A. Elected Official - (Court Clerk) - Amended Management and Preservation for 2/2024 (Clerk's Misc. File No. 20240710)

Motion made by Michael Craddock, seconded by Darren Gantz, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

VI. UNFINISHED BUSINESS

- A. Bid Awards & Recommendations - Parks:

1. Chandler Park Recreation Center Roof Replacement

Motion made by Darren Gantz, seconded by Michael Craddock, to defer the recommendation. Upon roll call, Yes- Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

2. Request for Qualifications - Construction Management At-Risk for O'Brien Park Improvements, to Stava Building, LLC, dba Lyle Building Group, the most qualified and responsive firm (Clerk's Misc. File No. 20240711)

Motion made by Darren Gantz, seconded by Michael Craddock, to approve the recommendation. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

- B. Addendum - (Highways) - #1 to the request to advertise for Reflective Sheeting & Pavement Tape, CMF #20240600, set to open 5/13/2024, to provide answers to vendor questions (Clerk's Misc. File No. 20240712)

Motion made by Michael Craddock, seconded by Darren Gantz, to approve the addendum. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

- C. Amendment - (TC Departments) - #2 to the award to Imperial, LLC, CMF #20221212, for Coffee Service, the most recent renewal CMF #20230632, to revise the pricing of several items (Clerk's Misc. File No. 20240713)

Motion made by Darren Gantz, seconded by Michael Craddock, to approve the amendment. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

VII. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending May 13, 2024 (Clerk's Misc. File No. 20240708)

Motion made by Michael Craddock, seconded by Darren Gantz, to approve the fuel quotes. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

- B. Requests for Approval

1. Board of County Commissioners:

- a. of Emergency Action Plan for the Tulsa County Headquarters Building

Motion made by Darren Gantz, seconded by Michael Craddock, to defer the request. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

- b. to ratify execution of the Tulsa County Election Board building walk-through at 12000 E. Skelly Drive, Tulsa, OK, per the lease agreement amendment, CMF #20240470 (Clerk's Misc. File No. 20240714)

- c. of revocation of TCP 020, Processing Tort Claims against Tulsa County, effective immediately (Clerk's Misc. File No. 20240715)

Motion made by Michael Craddock, seconded by Darren Gantz, to approve and authorize execution, as needed. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

2. Human Resources:

- a. of TCP 117, Employee Grievances Policy, to establish policies regarding the reporting and processing of Tulsa County employee grievances (Clerk's Misc. File No. 20240716)

- b. of TCP 130, Safety Incentive Program, to promote increased safety awareness, reward safety-related job performance, and encourage safer workplace behavior by offering annual incentives to eligible Tulsa County employees who meet certain safety criteria (Clerk's Misc. File No. 20240717)

Motion made by Darren Gantz, seconded by Michael Craddock, to approve and authorize execution by the Commission. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

- C. Resolutions

1. Authorizing the Budget Division to transfer \$2,400,000 to the Tulsa County Vision 2 Use Tax Depository Account at BOKF, from the Sales Tax Fund, CMF #20240678, for the 86th St. Improvement from N. Memorial Dr. to HWY 75 (HW86N/PJ1047 CMF# 20240678) 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# 20240678) for Right of Ways acquisition and related consulting services in the amount of \$1,400,000 (Clerk's Misc. File No. 20240718)

Motion made by Darren Gantz, seconded by Michael Craddock, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

2. Drainage District #12 - to Strike Assessment from the 2023 Tax Roll:

a. City of Tulsa:

Parcel #44675-92-08-05500, Item #5022360BT, Assessed Value \$22,
Tax Amount \$5, Amount to Strike: \$2

Parcel #44675-92-08-05340, Item #5025900BT, Assessed Value \$374,
Tax Amount \$5, Amount to Strike \$2

Parcel #16250-92-05-00570, Item #5028340BT, Assessed Value \$803,
Tax Amount \$8, Amount to Strike \$4

Parcel #31750-92-04-08580, Item #5014060BT, Assessed Value \$550,
Tax Amount \$5 Amount to Strike \$3

Parcel #31750-92-04-08590, Item #5004430BT, Assessed Value \$572,
Tax Amount \$5, Amount to Strike \$3

Parcel #44625-92-04-11100, Item #5030170BT, Assessed Value \$594,
Tax Amount \$6, Amount to Strike \$3

Parcel #44675-92-08-05520, Item #5022380BT, Assessed Value \$495,
Tax Amount \$5, Amount to Strike \$3 (Clerk's Misc. File No. 20240719)

Motion made by Michael Craddock, seconded by Darren Gantz, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

b. Housing Authority - Parcel #: 00000-52-30-01488, Item #: 5035960, Assessed Value: 26,055; Tax Amt.: 246; Amt. to Strike: 246 (Clerk's Misc. File No. 20240720)

Motion made by Darren Gantz, seconded by Michael Craddock, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

3. Engineers - Ordering approval of plats by the Board of County Commissioners before they may be filed with the County Clerk for Berryhill 41, which meets all the requirements for filing of plats under Title 19 O.S., § 288.1 of the Oklahoma Statutes (Clerk's Misc. File No. 20240721)

Motion made by Michael Craddock, seconded by Darren Gantz, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

D. Agreements

1. County Clerk - Kodak Alaris, Inc., for software and maintenance for Kodak Imagelink Retrieval Workstation and Film Controller, located at 500 S. Denver Ave., Room 212, Tulsa, OK 74103, from 7/1/2024-6/30/2025; cost \$897.04 quarterly (Clerk's Misc. File No. 20240722)

Motion made by Darren Gantz, seconded by Michael Craddock, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

2. Human Resources:

a. BOK Financial, to make available a web-based software application to help improve users' personal finances (Clerk's Misc. File No. 20240723)

- b. CommunityCare Life & Health Insurance Company, for HMO large employer group coverage and Early Retirees health plan, effective 7/1/2024 (Clerk's Misc. File No. 20240724)
- c. Salary.com, CompAnalyst Plus Integration Interface annual subscription, cost of \$13,000 (Clerk's Misc. File No. 20240725)

Motion made by Darren Gantz, seconded by Michael Craddock, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

- 3. IT - Norlem Technology Consulting, Inc., to provide a best practice analysis health check and remediation on firewalls for the Palo Alto Networks Best Practices Review project; cost \$20,000 (Clerk's Misc. File No. 20240726)

Motion made by Darren Gantz, seconded by Michael Craddock, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

- 4. Parks - Christy Hays, to provide Zumba instruction two times per week at Buddy LaFortune, South County, Chandler, and O'Brien Park recreation centers from 5/1/2024 through 3/1/2025, fee 20% of paid enrollment (Clerk's Misc. File No. 20240727)

Motion made by Michael Craddock, seconded by Darren Gantz, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

E. Agreement Renewals

- 1. Sheriff:
 - a. Axon Enterprise, Inc., for renewal of CMF #20230388 for FY 2024-2025 (Clerk's Misc. File No. 20240728)
 - b. Axon Enterprise, Inc., for renewal of CMF #20231630 for FY 2024-2025 (Clerk's Misc. File No. 20240729)
 - c. ImageNet Consulting, LLC, for renewal of CMF #20230992 for FY 2024-2025 (Clerk's Misc. File No. 20240730)
 - d. ImageNet Consulting, LLC, for renewal of CMF #20231827, #20231828, #20230892 and #20230893 for FY 2024-2025 (Clerk's Misc. File No. 20240731)
 - e. MGT of America Consulting, LLC, for renewal of CMF #20230394 for FY 2024-2025 (Clerk's Misc. File No. 20240732)

Motion made by Michael Craddock, seconded by Darren Gantz, to approve and authorize execution by the Chairman. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

F. Inventory Resolutions

- 1. Assessor - Asset disposal: junked - Scanner (Clerk's Misc. File No. 20240733)
- 2. Engineers - Asset disposal: junked - Sand spreader truck & equipment (Clerk's Misc. File No. 20240734)
- 3. OSU Extension - Asset transfer to Human Resources - Pop-up display and graphics (Clerk's Misc. File No. 20240735)
- 4. Sheriff - Asset disposal: junked - Ford interceptor parts, light bars and radar (Clerk's Misc. File No. 20240736)

Motion made by Darren Gantz, seconded by Michael Craddock, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

G. Utility Permits - Engineers:

1. Cox Communications, for the parallel of Elwood Ave., approximately 0.25 mi. N. of the Elwood Ave. & W. 171st St. S. junction (Clerk's Misc. File No. 20240737)
2. Flock Safety, to install a pole to mount an ALPR camera parallel to N. Cincinnati Ave., approximately 0.2 miles E. of the N. Cincinnati Ave. and Oakcliff Dr. junction (Clerk's Misc. File No. 20240738)
3. ONE Gas, Inc., for the cross and parallel of N. Memorial Dr., approximately 2.0 mi. S. and 2.0 mi. E. of the US 75 & SH 20 junction (Clerk's Misc. File No. 20240739)
4. Okmulgee County Rural Water District #6, for the crossing of 161st St. S., approximately 0.2 mi. E. of the E. 161st St. S. & S. Harvard Ave. junction (Clerk's Misc. File No. 20240740)
5. Windstream Communications, LCC:
 - a. for the cross and parallel of E. 66th St. N., approximately 3.43 mi. W. of the E. 66th St. N. and Hwy 75 junction (Clerk's Misc. File No. 20240741)
 - b. for the cross and parallel of N. Cincinnati Ave., approximately 1.14 mi. N.W. of the E. 76th St. N. and OK 1 junction (Clerk's Misc. File No. 20240742)
 - c. for the cross and parallel of N. Oakcliff Dr., approximately 3.32 mi. W.N.W. of the E. 66th St. N. and Hwy 75 junction (Clerk's Misc. File No. 20240743)

Motion made by Michael Craddock, seconded by Darren Gantz, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

H. Travel/Training

1. Human Resources - Gerri Mooney to the Navigate Wellbeing Solutions Summit on 6/18-20/2024 in San Antonio, TX; cost \$2,754 (Clerk's Misc. File No. 20240744)
2. Inspections - Teresa Tosh to The National Association of Women in Construction (NAWIC) Annual Conference, in Houston, TX on 8/14-17/2024; cost \$2,000 for Pre-Registration Pricing and Airfare to be taken out of the FY 2024 budget (Clerk's Misc. File No. 20240745)

Motion made by Darren Gantz, seconded by Michael Craddock, to approve the travel/training. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

I. Claims

Motion made by Darren Gantz, seconded by Michael Craddock, to approve and authorize execution by the Commission. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

J. Blanket Purchase Orders and Emergency Purchase Orders

Motion made by Michael Craddock, seconded by Darren Gantz, to approve and authorize execution by the Commission. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

K. Consideration and Approval of Construction Program Payments

1. Vision Tulsa County (Clerk's Misc. File No. 20240746)
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 \$1,449.42

Creditor: Bright Lighting, Inc.; Fund: HEDSO/PJ1037; Item: Edison Bridge Replacement; Purpose: Construction; Amt. Paid \$59,431.22

Creditor: Economy Lumber Co.; Fund H171S/PJ1027; Item: 171st St. S Improvements US Hwy 64 to 161st E. Ave.; Purpose: Materials; Amt. Paid: \$3,146.78

Motion made by Darren Gantz, seconded by Michael Craddock, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. 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 Michael Craddock, seconded by Darren Gantz, to adjourn the meeting. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS



Stan Sallee, Chairman

ATTEST:



Michael Willis, Tulsa County Clerk

