

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on May 9, 2024 at 3:17 p.m.)

MINUTES
Monday, May 13, 2024

APPROVED
5/20/2024

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 James Rea, representing Commissioner Karen Keith, Commissioner Kelly Dunkerley 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. PROCLAMATION

- A. Recognizing the month of May 2024 as National Military Appreciation Month in Tulsa County, Oklahoma (Clerk's Misc. File No. 20240748)

Commissioner Sallee read and presented the Proclamation to Don Pitts and Witkop Foundation. Motion made by James Rea, seconded by Kelly Dunkerley, to approve the Proclamation. Upon roll call, Yes - James Rea, Kelly Dunkerley, Stan Sallee. No - None. Abstain - None. Motion carried.

III. MINUTES

- A. Board of County Commissioner's Meeting of May 6, 2024

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

IV. REPORTS

- A. Elected Officials:

1. Assessor - Revolving Fee for 4/2024 (Clerk's Misc. File No. 20240749)
2. County Clerk - Monthly for 4/2024 (Clerk's Misc. File No. 20240750)
3. Court Clerk:
 - a. Monthly for 4/2024 (Clerk's Misc. File No. 20240751)
 - b. Management and Preservation Monthly for 4/2024 (Clerk's Misc. File No. 20240752)
4. Treasurer - Depository Summary of Daily Analysis for 4/2024 (Clerk's Misc. File No. 20240753)

- B. County Department - (Election Board) - Monthly for 4/2024 (Clerk's Misc. File No. 20240754)

- C. Annual Inventory Certifications:

1. Procurement (Clerk's Misc. File No. 20240755)
2. Treasurer (Clerk's Misc. File No. 20240756)

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

V. UNFINISHED BUSINESS

A. Bid Openings

1. Highways - Reflective Sheeting & Pavement Tape
 - a. Centerline Supply, Inc. (Clerk's Misc. File No. 20240757)
 - b. Vulcan, Inc., dba Vulcan Signs (Clerk's Misc. File No. 20240758)

Motion made by James Rea, seconded by Kelly Dunkerley, to refer the bids to Highways and Procurement for analysis, review and recommendation on 5/20/2024. Upon roll call, Yes - James Rea, Kelly Dunkerley, Stan Sallee. No - None. Abstain - None. Motion carried.

B. Bid Awards & Recommendations:

1. Parks - Chandler Park Recreation Center Roof Replacement - Deferred

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

C. Amendments

1. Board of County Commissioners - #2 to the agreement with Lilly Architects, PLLC, for Architectural and Engineering Services for the Tulsa County Courthouse Renovation, CMF# 20221790, to expand the scope of services and time schedule (Clerk's Misc. File No. 20240759)
2. Election Board - #7 to the award for Truck Rental to Budget Truck Rental, CMF #247870, the most recent renewal, CMF #20231041, to exercise the option for an additional one-year, from 7/7/2024 through 7/6/2025, with no changes to the terms (Clerk's Misc. File No. 20240760)

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

3. Parks - #5 to the agreement with PDG, LLC, dba Planning Design Group, for landscape architectural services for the LaFortune Park Tennis Center Phase III Improvement, CMF# 20190358. This agreement has been amended several times, with the last amendment being approved on 10/23/2023, CMF #20231788. This amendment is to reflect the increase to the Design Consultant's Basic Services to add Construction Administration Services for all work related to the redesign of the Tennis Building site and Croquet Restroom site layout, in coordination with the project architect

Motion made by James Rea, seconded by Kelly Dunkerley, to strike the amendment. Upon roll call, Yes - James Rea, Kelly Dunkerley, Stan Sallee. No - None. Abstain - None. Motion carried.

D. Request for Approval - (Board of County Commissioners) - of Emergency Action Plan for HQ - deferred from 5/6 (Clerk's Misc. File No. 20240761)

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

VI. ACTION ITEMS

A. Gasoline & Diesel Fuel Quotes for week ending 5/20/2024 (Clerk's Misc. File No. 20240747)

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

B. New or Replacement Procurement Officers - (Tulsa Area Emergency Management Agency) - designating Steven Spyres as new Receiving Specialist (Clerk's Misc. File No. 20240762)

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

- C. Memorandum of Understanding - (Sheriff) - INCOG, for maintenance duties of the NG 911 electronic map street layer, address point layer, ESN, Fire, Law, Ambulance, Public Service Answering Point boundaries, the master street guide, and address guide to assist with locating callers and directing emergency personnel to the correct location; cost \$37,830, paid in 12 equal payments from 7/1/2024 through 6/30/2025 (Clerk's Misc. File No. 20240763)

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

D. Requests for Approval

1. Engineers:

- a. Acceptance of Right-of-Way Easement from Brandon Holland and Ruth Ann Mattison (LLA-524) (Clerk's Misc. File No. 20240764)
- b. City of Tulsa, Oklahoma, to grant and convey unto the City a perpetual easement to construct a water main or mains (Clerk's Misc. File No. 20240765)

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

- 2. Juvenile Bureau - Kimberly-Clark Professional, to accept the installation terms and conditions for the installation of paper product dispensers at the Family Center for Juvenile Justice, located at 500 W. Archer Street, Tulsa (Clerk's Misc. File No. 20240766)
- 3. Social Services - to accept donations of medications from various nursing homes and various items from various individuals for the month of 4/2024 (Clerk's Misc. File No. 20240767)

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

E. Resolutions - Engineers:

- 1. County Improvements for Road and Bridges (CIRB) Funding Applications to be included in the 5-year plan:
 - a. Bridge 19, NBI 08667 156th Street N. over Horsepen Creek (Clerk's Misc. File No. 20240768)
 - b. Bridge 21, NBI 02887 E. 156th Street N. over Cherry Creek (Clerk's Misc. File No. 20240769)
 - c. Bridge 49, NBI 00331 E. 106th Street N. over Bird Creek (Clerk's Misc. File No. 20240770)
 - d. Bridge 57, NBI 05039 96th Street N. over Bird Creek (Clerk's Misc. File No. 20240771)
 - e. Bridge 83, NBI 17945 56th Street N. over Bird Creek (Clerk's Misc. File No. 20240772)
 - f. Bridge 200, NBI 14754 S. 161st E. Avenue over unnamed creek (Clerk's Misc. File No. 20240773)

- g. Bridge 226, NBI 00909 N. 72nd W. Avenue over Bigheart Creek (Clerk's Misc. File No. 20240774)
2. Cancelling the 101st Street - Memorial to Mingo ODOT Project, JP293445(08), and removing from the CIRB transportation plan as the project is being annexed by the City of Bixby (Clerk's Misc. File No. 20240775)

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

F. Agreements

1. Court Clerk - Kofile Technologies, Inc., for the imaging, processing, clean up and enhancement of Historical Records (Clerk's Misc. File No. 20240776)
2. Building Operations - Fluke Reliability, dba eMaint Enterprises, LLC, for a one-year subscription to their web-based fleet maintenance management software, effective June 1, 2024; cost \$41,306.17 (Clerk's Misc. File No. 20240777)
3. Election Board - MessageMedia USA, Inc., for commercial messaging services; cost \$3,288 (Clerk's Misc. File No. 20240778)
4. Engineers - City of Tulsa, Oklahoma for jointly planned waterline and sewer line relocations on 51st Street South at the intersections of 177th East Avenue and at 193rd East Avenue (Clerk's Misc. File No. 20240779)

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

5. Juvenile Bureau - Accurate Controls, Inc., for security automation systems service agreement for 500 W. Archer Street, Tulsa, OK

Motion made by Kelly Dunkerley, seconded by James Rea, to strike the agreement. Upon roll call, Yes - James Rea, Kelly Dunkerley, Stan Saltee. No - None. Abstain - None. Motion carried.

6. Parks:

- a. Ernest Morgan, to provide a Car Show at Chandler Park on 6/15/2024, from 9:00 a.m. to 5:00 p.m.; fee \$2,925 (Clerk's Misc. File No. 20240780)
- b. Green Country Aircraft Exhaust, for a company picnic at Haikey Creek Pavilion 5 on 5/18/2024, from 9:00 a.m. to 2:00 p.m.; fee \$75 (Clerk's Misc. File No. 20240781)
- c. Jumpin Jiminy, Inc., to provide concessions at all Tulsa County Parks from 5/13/2024 through 2/17/2025 (Clerk's Misc. File No. 20240782)
- d. RecDesk, LLC., for access to RecDesk Director as well as administrative access to the RecDesk Community portal software from 6/1/2024 through 5/31/2025; cost \$8,300 (Clerk's Misc. File No. 20240783)
7. Sheriff - Action Target, Inc., for the removal and recycling of expended brass cartridge scrap and range lead scrap from the Sheriff's shooting range located at 6080 East 66th Street North Tulsa, Oklahoma 74117 (Clerk's Misc. File No. 20240784)
8. Treasurer:
 - a. JRW, Inc., dba Financial Equipment Company, for annual service and maintenance of equipment for FY 2024-2025; cost \$8,179 (Clerk's Misc. File No. 20240785)
 - b. Southwest Solutions Group, for maintenance and service of three KardexRemstar Inc Vertical Carousel-Lektrievers, serial numbers

20002007/001, 20002007/002 and 03004996/001, from 7/22/2024 through 7/21/2025; cost \$2,078.78 (Clerk's Misc. File No. 20240786)

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

G. Agreement Renewals

1. Election Board - Final Touch Cleaning Service, for renewal of CMF #20231081 for FY 2024-2025 (Clerk's Misc. File No. 20240787)
2. Human Resources:
 - a. Atlantic American Employee Benefits, for renewal of CMF #20230683 for FY 2024-2025 (Clerk's Misc. File No. 20240788)
 - b. Delta Dental:
 - 1) for renewal of CMF #20230819 for FY 2024-2025 (Clerk's Misc. File No. 20240789)
 - 2) for renewal of CMF #20230820 for FY 2024-2025 (Clerk's Misc. File No. 20240790)
 - c. United Safety and Claims, for renewal of CMF #20230966 for FY 2024-2025 (Clerk's Misc. File No. 20240791)
3. Sheriff
 - a. First Responder Support Services, PLLC, for renewal of CMF #20230756 for FY 2024-2025 (Clerk's Misc. File No. 20240792)
 - b. M&M Micro Systems, Inc., for renewal of CMF #20230395 for FY 2024-2025 (Clerk's Misc. File No. 20240793)

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

H. Inventory Resolutions

1. Assessor:
 - a. Asset disposal: junked - lateral file (Clerk's Misc. File No. 20240794)
 - b. Asset transfer to Human Resources - Desk (Clerk's Misc. File No. 20240795)
2. Budget Division - Asset disposal: junked - software (Clerk's Misc. File No. 20240796)
3. Highway District #1 - Request to surplus: tractor, pickup truck, dump truck (Clerk's Misc. File No. 20240797)
4. Highway District #2 - Request to surplus: dump truck and snowplow (Clerk's Misc. File No. 20240798)
5. Highway District #3:
 - a. Asset Registration: Caterpillar dozer removed from inventory 9/7/2021 with intention to sell; has not sold; District #3 would like to repair and put into service (Clerk's Misc. File No. 20240799)
 - b. Request to surplus: crew cab truck (Clerk's Misc. File No. 20240800)
6. Parks - Asset disposal: junked - desk (Clerk's Misc. File No. 20240801)
7. Sheriff - Asset disposal: transferred to outside government entity - Motorola mobile radios (Clerk's Misc. File No. 20240802)

8. Treasurer - Asset disposal: junked - Windows server (Clerk's Misc. File No. 20240803)

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

- I. Sole Source - (IT) - OneNet, a Division of the Oklahoma State Regents for Higher Education, for the redundancy to the Oklahoma State Network. OneNet can accommodate dark fiber via these managed assets in addition to network engineering support that can accommodate the Border Gateway Protocol (Clerk's Misc. File No. 20240804)

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

- J. Utility Permits - Engineers:

1. Cox Communications - for the parallel of W. 49th St., approximately 0.04 mi. W. of the W. 49th St. and S. 45th W. Ave. junction (Clerk's Misc. File No. 20240805)
2. ONE Gas, Inc.:
 - a. for the cross of E. 91st Street, approximately 4.60 mi. W. & 2.54 S. of the US 169 & SH 20 junction (Clerk's Misc. File No. 20240806)
 - b. for the parallel of N. Memorial Dr., approximately 0.25 mi. S. and 2.04 mi. E. of the US 75 & SH 20 junction (Clerk's Misc. File No. 20240807)

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

- K. Travel/Training - (IT) - Dan Pease to Edmond, OK to participate in the OK Higher Education IT Summit on 5/20/2024; cost \$150 (Clerk's Misc. File No. 20240808)

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

- L. Claims

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

- M. Payroll claims - Biweekly for 4/20-5/3/2024

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

- N. Blanket Purchase Orders and Emergency Purchase Orders

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

- O. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20240809)
Creditor: Program Management Group; Trust 816421-59; Item: 10,526-V2025
Program Management; Purpose: Program Administration; Amt. Paid: \$34,343.70

Creditor: Guy Engineering; Trust #719384-J1; Item: 10,525 - PJ1031 - H51SO - E.
51st St. So. between 177th & 193rd E. Ave; Purpose: Design/Engineering; Amt.
Paid: \$9,000

2. Vision Tulsa County (Clerk's Misc. File No. 20240810)_

Sales Tax/Bond Funded Projects Recommended for Payment

Creditor: Meshek & Associates; Fund HW86N/PJ1047; Item: 86th St. N. Memorial to HWY 75 Improvements; Purpose: ROWs; Amt. Paid: \$928.14

Creditor: Meshek & Associates; Fund: H41SO/PJ1030; Item: 41st St. Improvements 137th W. Ave. to 193rd W. Ave.; Purpose: ROWs; Amt. Paid: \$14,265

Creditor: Meshek & Associates; Fund: H91SO/PJ1033; Item: 91st So. Improvements from HWY 75 to Elwood; Purpose: Final Payment; Amt. Paid: \$360

Creditor: Guy Engineering; Fund H193E/PJ1028; Item: 31st, 41st, 51st Roundabouts on 193rd (County Line); Purpose: Design; Amt. Paid: \$1,569.77

Sales Tax Funded Projects Recommended for Payment

Creditor: Program Management Group, LLC; Fund ADMIN/PJ1001; Item: Vision Tulsa County Administration; Purpose: Administration; Amt. Paid: \$12,171.30

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

- P. Zoning Application Hearing and Possible Action - (Tulsa Metropolitan Area Planning Commission) - CZ-551 - Applicant/Owner: Cody/Morgan LLC, Location 4811 W. 41st St. S.; 4809 W. 41st St. The request is to rezone 1.23 ± acres/54670.5 square feet from RS to CS to permit commercial uses. On Meeting Date of April 3, 2024, TMAPC voted 8-1-0 to recommend that the County Commission Approve rezoning of 1.23 ± acres from RS to CS (Clerk's Misc. File No. 20240811)

Motion made by James Rea, seconded by Kelly Dunkerley, to enter into public hearing at 9:43 a.m. Upon roll call, Yes - James Rea, Kelly Dunkerley, Stan Saltee. No - None. Abstain - None. Motion carried.

Jay Hoyt presented the zoning application. There were no members of the public who signed up to speak.

Motion made by James Rea, seconded by Kelly Dunkerley, to close the public hearing at 9:45 a.m. Upon roll call, Yes - James Rea, Kelly Dunkerley, Stan Saltee. No - None. Abstain - None. Motion carried.

Motion made by James Rea, seconded by Kelly Dunkerley, to approve and authorize execution by the Chairman. Upon roll call, Yes - James Rea, Kelly Dunkerley, Stan Saltee. 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 James Rea, seconded by Kelly Dunkerley, to adjourn the meeting. Upon roll call, Yes - James Rea, Kelly Dunkerley, Stan Sallee. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS



Stan Sallee, Chairman

ATTEST:



Michael Willis, Tulsa County Clerk