

(Amended Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on May 17, 2024 at 8:56 a.m.)

MINUTES
Monday, May 20, 2024

APPROVED
5/28/2024

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. PRESENTATION

A. Nature Works Alaska Polar Bear Maquette, presented by Tony Isler
Tony Isler, Michael Klendon, Brett Briery, Dwayne Flynn and Robb Mills on behalf of Nature Works presented the Alaska Polar Bear Maquette

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. Management Conference Special Meeting Minutes of March 13, 2024
- B. Management Conference Meeting Minutes of March 14, 2024
- C. Management Conference Meeting Minutes of April 11, 2024
- D. Board of County Commissioner's Meeting of May 13, 2024

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. REPORT

- A. Annual Inventory Certification - Assessor (Clerk's Misc. File No. 20240814)

Motion made by Kelly Dunkerley, seconded by Karen Keith, 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 Openings

- 1. Sheriff - Janitorial Supplies for Sheriff
 - a. Empire Paper Company (Clerk's Misc. File No. 20240815)
 - b. Green Lights Cleaning Solutions LLC (Clerk's Misc. File No. 20240816)

- c. HD Supply Facilities Maintenance, Ltd. (Clerk's Misc. File No. 20240817)
- d. Mina Holdings LLC (Clerk's Misc. File No. 20240818)
- e. ODP Business Solutions LLC (Clerk's Misc. File No. 20240819)
- f. Okie Packaging & Industrial Supplies (Clerk's Misc. File No. 20240820)
- g. Pyramid Paper Company (Clerk's Misc. File No. 20240821)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to refer the bids to Sheriff and Procurement for analysis, review and recommendation on May 28, 2024. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

B. Bid Awards & Recommendations:

- 1. Highways - Reflective Sheeting & Pavement Tape to Vulcan, Inc., dba Vulcan Signs (Clerk's Misc. File No. 20240822)

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

- 2. Parks - Chandler Park Recreation Center Roof Replacement to Atwell Roofing Co., Inc., the lowest and best bid received (Clerk's Misc. File No. 20240823)

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

C. Amendments

- 1. Board of County Commissioners:
 - a. to the FY 2023 Engagement Letter with the Oklahoma State Auditor and Inspector (Clerk's Misc. File No. 20240824)
 - b. #2 to the agreement with Workday, Inc., CMF #20200471, to update the Payment Table of the Training Order Form #00188211.0 (Clerk's Misc. File No. 20240825)
 - c. #1 to the agreement with Workday, Inc., CMF#20200471, to update the payment table of the subscription order form #001772380.0 (Clerk's Misc. File No. 20240826)

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.

- 2. Engineers - #3 to the agreement with Meshek & Associates, LLC, for consultant services to assist in preparation of the application to apply for FEMA funding through the Building Resilient Infrastructure and Communities (BRIC) program and approval coordination, CMF #20200789, for additional grant management services for preparation of BRIC or HMGP application and approval coordination for one-year ending 7/1/2025, increasing the cost of the services by \$10,900 for a total contract amount of \$76,485 (Clerk's Misc. File No. 20240827)
- 3. Sheriff - #1 to the award for Correctional-Institutional Supplies to Bob Barker and Victory Supply, LLC, CMF #20230862, to exercise the option to renew for additional year beginning 6/21/2024, with no changes to the terms (Clerk's Misc. File No. 20240828)

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. Public Hearings

1. Drainage District #12 - to Discuss Report and Budget Request in the amount of \$1,163,820.00 for FY 2024-2025 (Clerk's Misc. File No. 20240829)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to enter into public hearing at 9:55 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Todd Kilpatrick presented the report and budget request

Motion made by Karen Keith, seconded by Kelly Dunkerley, to close the public hearing at 9:56 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve the report and the budget for FY 2024-2025 as requested. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

2. Engineers - to consider the vacation and closure of a portion of 66th Street North, described as Point of Commencement at the Southeast Corner of Section 36; thence along the South line of said Southeast Quarter of Section 36, S88°39'48"W a distance of 364.46 feet to the Point of Beginning; thence S88°39'48"W a distance of 485.52 feet; thence N01°23'12"W a distance of 80.00 feet; thence N88°39'48"E a distance of 329.22 feet; thence S64°14'31"E a distance of 175.65 feet to the Point of Beginning, having an area of 32590 Square Feet, 0.7482 Acres, and Point of Beginning at the Northwest Corner of the Northwest Quarter of Section 6; thence along the North line of said Northwest Quarter of Section 6, N88°39'48"E a distance of 480.16 feet; thence S25°45'29"W a distance of 208.91 feet; thence N70°44'28"W a distance of 301.29 feet; thence S88°39'48"W a distance of 103.03 feet; thence N01°17'10"W a distance of 80.00 feet to the Point of Beginning, having an area of 54598 Square Feet, 1.2534 Acres (Clerk's Misc. File No. 20240830)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to enter into public hearing at 9:57 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Alex Mills, County Engineer gave information regarding the vacation of closure of the portion of 66th Street .

Motion made by Kelly Dunkerley, seconded by Karen Keith, to close the public hearing at 9:58 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

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.

VII. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 5/28/2024 (Clerk's Misc. File No. 20240813)

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

- B. Resolution on Disposition of Funds/Cash Fund Estimate of Needs (Clerk's Misc. File No. 20240831)

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.

C. Requests for Approval

1. Administrative Services - revocation of TC Policies #903 Annual Filing of Court Clerk's Indexes, #908 Processing Jury Instructions and #909 Updating the Tulsa County Telephone Directory, effective immediately (Clerk's Misc. File No. 20240832)
2. Engineers - to extend the offer of compensation to Ronald E. Dahl and Kristie Kay Dahl in the amount of \$4,050 for Tulsa County Parcel: 12A, to acquire permanent right of way of 0.05 acres plus damages affected by the project at 41st Street, 137th to Coyote Trail #TC06303820 (Clerk's Misc. File No. 20240833)
3. Parks - to accept donation of \$12,000 from the Tulsa Drillers for the North Tulsa Baseball League at O'Brien Park (Clerk's Misc. File No. 20240834)

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 Saltee. No - None. Abstain - None. Motion carried.

D. Agreements

1. Assessor - Greater Tulsa Home and Garden Show, for exhibit space rental at the Tulsa Home & Garden Show, 7/19-21/2024; cost \$1,500 (Clerk's Misc. File No. 20240835)
2. Board of County Commissioners - U. S. Department of Agriculture Animal and Plant Health Inspection Service - Wildlife Services (APHIS-WS), for services related to a wildlife damage management project for FY 2024-2025; cost \$2,400 (Clerk's Misc. File No. 20240836)
3. Building Operations - Schneider Electric, to provide energy management services to assist in reducing energy and operating costs at the Tulsa County Courthouse for FY 2024-2025; cost \$18,664 (Clerk's Misc. File No. 20240837)
4. County Clerk - Tulsa County Public Facilities Authority, for booth rental at the SageNet Center Lower Level during the Tulsa State Fair from 9/26-10/6/2024; cost \$1,519 (Clerk's Misc. File No. 20240838)

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.

5. Election Board - JRW, Inc., dba Financial Equipment Company:
 - a. for service and maintenance of the Destroyit 4002CC Shredder serial number 1191951, located at 555 N. Denver, Tulsa, OK 74017, for FY 2024-2025; cost \$421 (Clerk's Misc. File No. 20240839)
 - b. for service and maintenance on Duplo DF-777 Auto Folder, serial number 130800998, located at 555 N. Denver, Tulsa, OK 74017 for FY 2024-2025; cost \$535 (Clerk's Misc. File No. 20240840)
 - c. for service and maintenance on Formax FD 382 Paper Folder, serial numbers E203074 and K211173, located at 555 N. Denver, Tulsa, OK 74017 for FY 2024-2025; cost \$1,612 (Clerk's Misc. File No. 20240841)
 - d. for service and maintenance on Postmark 3078 Letter Opener, serial number PM1780294, located at 555 N. Denver, Tulsa, OK 74017 for FY 2024-2025; cost \$835 (Clerk's Misc. File No. 20240842)
 - e. for service and maintenance on Postmark 3078 Letter Opener, serial number PM1780191, located at 555 N. Denver, Tulsa, OK 74017, for FY 2024-2025; cost \$835 (Clerk's Misc. File No. 20240843)

6. Human Resources - Benefit Resources, Inc., (BRI), for administrative services of the Flexible Benefit Plan and to facilitate the use of BRI Debit Card in connection with the benefit plan for FY 2024-2025 (Clerk's Misc. File No. 20240844)
7. Juvenile Bureau - Claremore Police Department, for services regarding police officer contact with Tulsa County juvenile offenders and to monetarily support the continued operation of the Tulsa Area Community Intervention Center (TACIC) for FY 2024-2025; cost \$1,200 (Clerk's Misc. File No. 20240845)
8. Parks:
 - a. Bro Kones Shaved Ice, LLC, to provide free snow cones at LaFortune Park from 6:00 to 9:00 p.m. on 5/31/2024, cost \$300 (Clerk's Misc. File No. 20240846)
 - b. Challenge Quest, LLC, to conduct lifeguard certification at Buddy LaFortune Rec, South County Rec, Chandler Rec, and O'Brien Rec from 5/20/2024 through 3/23/2025; fee 20% of enrollment (Clerk's Misc. File No. 20240847)
 - c. Galaxy Jumpers, LLC, to provide concessions at all Tulsa County Parks from 5/20/2024 through 10/15/2024 (Clerk's Misc. File No. 20240848)
 - d. Glow's Ice Cream, to provide concessions at O'Brien Park from 5/20-6/20/2024 (Clerk's Misc. File No. 20240849)
 - e. Silver Fox Creations/Hannah Scott, to instruct art classes at all Tulsa County Parks from 5/20/2024 through 5/19/2025; fee 20% of paid enrollment (Clerk's Misc. File No. 20240850)
 - f. Tulsa Amateur Radio Club, for Annual Radio Emergency Communication event at Haikey Creek Pavilion from 6/22-23/2024, from 8:00 a.m. to 8:00 p.m.; fee \$243.75 (Clerk's Misc. File No. 20240851)
9. Sheriff:
 - a. Emergency Power Systems, Inc., for semi-annual inspection and servicing of the backup generators and associated automatic transfer switches at David L. Moss Criminal Justice Center, for FY 2024-2025; cost \$792.50 per visit (Clerk's Misc. File No. 20240852)
 - b. Oklahoma Communication Systems, Inc., to provide Tulsa County with facilities and services to establish an Enhanced Emergency Number Service (E-911) for FY 2024-2025; cost \$21 monthly (Clerk's Misc. File No. 20240853)
 - c. Town of Sperry, Oklahoma, for dispatching services from Tulsa Regional Emergency Communications Center operated by the Tulsa County Sheriff's Office, for FY 2024-2025; fee \$6,000 (Clerk's Misc. File No. 20240854)
10. Treasurer - Tulsa County Public Facilities Authority, for booth rental at the SageNet Center Lower Level during the Tulsa State Fair from 9/26-10/6/2024; cost \$2,519 (Clerk's Misc. File No. 20240855)

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.

- E. Agreement Renewal - (Sheriff) - Norman Wohlgemuth Attorneys at Law, for renewal of CMF #20231135 for FY 2024-2025 (Clerk's Misc. File No. 20240856)

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.

F. Inventory Resolutions

1. Budget Division - Asset disposal: junked - time stamp (Clerk's Misc. File No. 20240857)
2. County Clerk - Asset disposal: junked - time stamp, computer equipment, lateral file, and wood chair mat (Clerk's Misc. File No. 20240858)
3. Election Board:
 - a. Asset disposal: junked - computers (Clerk's Misc. File No. 20240859)
 - b. Asset transfer to Assessor - Conference table (Clerk's Misc. File No. 20240860)
4. IT - Asset transfer to Highway Maintenance - computer equipment (Clerk's Misc. File No. 20240861)

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. Sole Sources - Sheriff:

1. CommSys, Inc., for new PSAP training and implementation for ASAP Service from The Monitoring Association, delivering commercial monitored alarms to the PSAP Computer Aided Dispatch system (Clerk's Misc. File No. 20240862)
2. PortionPac Chemical Corporation, for the CorrectPac System (Clerk's Misc. File No. 20240863)

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. Travel/Training - (Board of County Commissioners) - Darren Gantz, for expenses incurred with travel, training, conferences, and meetings (including, but not limited to, registration, lodging, per diem, airfare, mileage, tolls, parking, uber/taxi/subway, subscriptions, and memberships) which are required for County business. The total incurred for FY 2024-2025 will not exceed \$3,000. (Clerk's Misc. File No. 20240864)

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

I. 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.

J. 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.

- K. Zoning Application Hearing and Possible Action - (Tulsa Metropolitan Area Planning Commission) - CZ-547 - Applicant/Owner: Misty Brew Coffee Co., Inc., Location: SC/c of W. 41st St. S. & S. 61st W. Ave. The request is to rezone .85 ± acres from RS to CS to permit a Neighborhood Center. On Meeting Date of July 19, 2023, TMAPC voted 5-4-0 to recommend that the County Commission Approve rezoning of .85 ± acres from RS to CS (Clerk's Misc. File No. 20240865)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to enter into public hearing at 10:02 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

Jay Hoyt presented the zoning application. Bryan Casement, Nick Wooters and Wallace Davidson signed in and spoke in favor of CZ-547.

Motion made by Karen Keith, seconded by Kelly Dunkerley, to close the public hearing at 10:07 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

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.

- L. Executive Session - (District Attorney) - Requested by Andrew Mihelich - Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the Board and its attorney, Jay McAtee, for the purpose of confidential communications concerning a pending claim, to-wit: *Judieth Morris, Worker's Compensation Commission file CM3-2023-01210F (represented claim)*, 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 10:07 a.m.

Motion made by Karen Keith, seconded by Kelly Dunkerley, to reconvene the regular meeting at 10:12 p.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

M. Discussion and Possible Action Regarding Executive Session Item

Motion made by Karen Keith, seconded by Kelly Dunkerley, to grant settlement authority to Jay McAtee up to the amount discussed in Executive Session, to-wit: *Judieth Morris, Worker's Compensation Commission file CM3-2023-01210F (represented claim)*. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20240864)

VIII. NEW BUSINESS

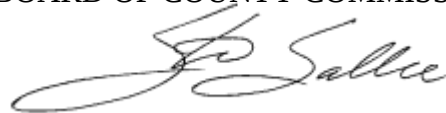
In accordance with the Open Meeting Act, Title 25 O.S. § 311.A.10, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

There was no new business.

IX. ADJOURN

Motion made by Stan Sallee, 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