

MINUTES
Monday, August 12, 2024

APPROVED
8/19/2024

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. 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.

III. MINUTES

A. Board of County Commissioner's Meeting of August 5, 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. Elected Officials:

1. County Clerk - Monthly for 7/2024 (Clerk's Misc. File No. 20241498)
2. Court Clerk:
 - a. Monthly for 7/2024 (Clerk's Misc. File No. 20241499)
 - b. Management and Preservation Monthly for 7/2024 (Clerk's Misc. File No. 20241500)

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.

V. UNFINISHED BUSINESS

A. Bid Openings

1. Board of County Commissioners - Request for Proposals: Demolition Contractors for Voluntary Buyout Program
 - a. Demolition Wrecking Company (Clerk's Misc. File No. 20241501)
 - b. Robin Hausner Demolition, LLC (Clerk's Misc. File No. 20241502)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to refer the bids to Board of County Commissioners and Procurement for analysis, review and recommendation on 8/19/2024. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

B. Amendments

1. Administrative Services - #3 to the award for Paperstock for Printing to Midland Paper Company, CMF #20240323, to exercise the option to renew the award for an additional six-month period beginning 10/17/2024, with no changes to the terms (Clerk's Misc. File No. 20241503)
2. Building Operations - #1 to the Sole Source to Midwest Machinery, CMF #20232079, to add Marley/SPX and Camus to the brands that Midwest Machinery is the sole representative for the State of Oklahoma for new equipment and OEM parts (Clerk's Misc. File No. 20241504)
3. Parks - #2 to the agreement with Flintco, for construction management of the Case Tennis Center at LaFortune Park, CMF #20230655, to increase the original Guaranteed Maximum price by \$437,296, for the Alternate Trail Building (Extended Canopy), with the new guaranteed maximum price total not to exceed \$7,066,156 (Clerk's Misc. File No. 20241505)

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.

- C. Change Order - (Building Operations) - #1 to the agreement with Atwell Roofing Co., Inc., for the Chandler Park Recreation Center Roof Replacement, CMF# 20241046, for the addition of shut off valve to restrooms, an increase of \$500, for a new contract sum of \$457,553.70 (Clerk's Misc. File No. 20241506)

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.

VI. ACTION ITEMS

A. New or Replacement Procurement Officers

1. County Clerk - designating Aaron Wiedman and Stephen Leonard as Requisitioning, Traci Scullawl and Christa Stinnett as Requesting and Miyuki Dwyer and Natalia Melnik as Receiving officers for CC1250 Capital Improvement Reserve (Clerk's Misc. File No. 20241507)
2. Sheriff - designating Maggie Bryant as Requisitioning officer replacing Jennifer Glad for CC3600 and CC3644 Cost Centers (Clerk's Misc. File No. 20241508)

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.

B. Memorandums of Understanding - Sheriff:

1. Oklahoma State Bureau of Investigation (OSBI):
 - a. to implement Unit One Livescan Automated Fingerprint Identification System (AFIS) for the capture, classification and storage of arrest and applicant information (Clerk's Misc. File No. 20241509)
 - b. to implement Unit Two Livescan Automated Fingerprint Identification System (AFIS) for the capture, classification and storage of arrest and applicant information (Clerk's Misc. File No. 20241510)

2. Tulsa Job Corps, with the stipulations for a Work Based Learning Program (Clerk's Misc. File No. 20241511)

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. Board of County Commissioners - Referral of proposed amendments to the Tulsa County Zoning Code to Tulsa Metropolitan Area Planning Commission (TMAPC) (Clerk's Misc. File No. 20241512)
2. Engineers:
 - a. of right-of-way easement from Coachport, LLC (CLS-48) (Clerk's Misc. File No. 20241513)
 - b. Oklahoma Department of Transportation for payment of right-of-way acquisition services:
 - 1) for the 121st Street from Highway 75 to Elwood project, State Project JP 33567(04), assigned to Meshek & Associates, LLC, in the amount of \$47,025 (Clerk's Misc. File No. 20241514)
 - 2) for the 101st Street from Mingo to Garnett project, State Project JP 29345(04), assigned to Meshek & Associates, LLC, in the amount of \$5,625 (Clerk's Misc. File No. 20241515)
 - 3) for the 51st Street from 161st to 177th E. Ave. project, State Project JP 30885(05), assigned to Meshek & Associates, LLC, in the amount of \$1,550 (Clerk's Misc. File No. 20241516)
3. Human Resources - Revocation of Tulsa County Policy, Authority to Recommend Policies, Procedures, and Standards (TCP 012), which establishes the authority for the Director of Tulsa County Computer Systems and Data Processing to recommend Policies, Procedures and Standards (Clerk's Misc. File No. 20241517)
4. Social Services - of donations to the Pharmacy of medications from various nursing homes and to the Transitional Living Center of various items from various individuals during June and July (Clerk's Misc. File No. 20241518)

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.

- D. Request for Public Hearing - (INCOG) - on Monday, August 26, 2024 at 9:30 a.m. for Tulsa County HOME Consortium and the CDBG Urban County Programs Annual Performance Report and Authorize Publication in Tulsa World (Clerk's Misc. File No. 20241519)

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. Resolution - (Board of County Commissioners) - authorizing amendment of the 2016 Vision Tulsa County Capital Improvements Program, CMF #243416 and #20231174, increasing the previous encumbrance by \$100,000 for Administration Expense for a new total of \$1,895,000 (Clerk's Misc. File No. 20241520)

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.

F. Agreements

1. Assessor - Cyclomedia to capture a 360-degree 308-mile Lidar image; cost \$41,580 (Clerk's Misc. File No. 20241521)
2. Board of County Commissioners:
 - a. A New Leaf, ARPA Subrecipient, CMF #20230302, for supplemental funding of \$150,000 approved on CMF #20241380, bringing the total not to exceed amount to \$300,000 (Clerk's Misc. File No. 20241522)
 - b. Collins, Zorn & Wagner, P.L.L.C, to provide legal representation in foreclosure action of a judgment lien at a compensation rate not to exceed \$5,000 (Clerk's Misc. File No. 20241523)
 - c. New Workforce Directions, Inc., dba Madison Strategies Group, to supplement the ARPA Beneficiary Agreement, CMF #20230333, for an additional grant of \$300,000 for facility improvements and operational support, bringing the new total not to exceed \$1,937,500 (Clerk's Misc. File No. 20241524)
3. Election Board - OMECorp Genesis Business Systems, for maintenance services for the high-speed envelope opener IM-306, serial number #ZE02942, located at 555 N. Denver Tulsa, Oklahoma 74103; cost \$2,887 (Clerk's Misc. File No. 20241525)
4. Parks:
 - a. Blondie's Shaved Ice, for use of Chandler Park to provide concessions from 9/1/2024 through 10/1/2024; fee \$100 (Clerk's Misc. File No. 20241526)
 - b. Northeastern Oklahoma Association of Homeschool, for use of the Football Field at O'Brien Park on several dates from 8/17/2024 through 11/8/2024; fee \$2,250 (Clerk's Misc. File No. 20241527)

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.

- G. Agreement Renewal - (IT) - HSI Workplace Compliance Solutions, Inc., for renewal of CMF #20231642 for FY 2024-2025 (Clerk's Misc. File No. 20241528)

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.

H. Requests to Advertise for Bids

1. Administrative Services - Print Cartridges (Clerk's Misc. File No. 20241529)
2. Social Services - Social Services Building Foundation Repair (Clerk's Misc. File No. 20241530)

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

I. Inventory Resolutions

1. Juvenile Bureau - Asset disposal: exchanged - HP Color Laser Jet Printer (Clerk's Misc. File No. 20241531)
2. Sheriff - Asset disposal: junked - Speed Queen washer (Clerk's Misc. File No. 20241532)

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.

- J. Sole Source - (County Clerk) - Apprentice Information Systems, the sole provider of support, updates and maintenance to the software and website of the custom designed geospatial mapping site used to provide county wide data information to the public (Clerk's Misc. File No. 20241533)

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

K. Utility Permits - Engineers:

1. Cox Communications:
 - a. for the cross and parallel of S. 209th W. Ave., approximately 0.48 mi. S. of the W. Coyote Trail and S. 209th W. Ave. junction (Clerk's Misc. File No. 20241534)
 - b. for the crossing of W. 47th St., approximately 0.1 mi. E. of the W. 47th St. and S. 265th W. Ave. junction (Clerk's Misc. File No. 20241535)
2. ONE Gas, Inc., for the crossing of S. 123rd E. Place, approximately 2.61 mi. E. and 1.58 mi. N. of the US 64 and SH 67 junction (Clerk's Misc. File No. 20241536)

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.

L. 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.

M. 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.

N. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20241537)
Creditor: U.S. Army Corp of Engineers; Trust 094026-C6; Item: 10,534-Arkansas River Corridor LWD-USACE Pre-Const; Purpose: Local matching funds; Amount Paid: \$880,000
2. Vision Tulsa County (Clerk's Misc. File No. 20241538)
Sales Tax/Bond Funded Projects Recommended for Payment
Creditor: Meshek & Assoc., LLC; Fund#: HW86N/PJ1047; Item: 86th St. N. Memorial to HWY 75 Improvements; Purpose: ROWs; Amount Paid: \$5,637.95

Creditor: Meshek & Assoc., LLC; Fund#: H41SO/PJ1030; Item: 41st St. Improvements 137th W. Ave. to 193rd W Ave.; Purpose: ROWs; Amount Paid: \$621.25

Creditor: Meshek & Assoc., LLC; Fund#: H91SO/PJ1033; Item: 91st St. Improvements from HWY 75 to Elwood; Purpose: Final Payment; Amount Paid: \$296.25

Creditor: Guy Engineering; Fund#: H193E/PJ1028; Item: 31st, 41st, 51st Roundabouts on 193rd (County Line); Purpose: Design; Amount Paid: \$4,148.80

Sales Tax Funded Projects Recommended for Payment

Creditor: Guy Engineering; Fund#: H51SO/PJ1031; Item: 51st St. Improvements from 177th to 193rd; Purpose: Design; Amount Paid: \$3,122.65

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.

O. Executive Sessions - (District Attorney) - Requested by Andrew Higginbotham

1. Pursuant to 25 O.S. § 307(B)(3), 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 the purchase or appraisal of real estate, to wit: *TAEMA Voluntary Flood Acquisition Program - VBP #1002, Adair*
2. Pursuant to 25 O.S. § 307(B)(3), 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 the purchase or appraisal of real estate, to wit: *TAEMA Voluntary Flood Acquisition Program - VBP #915, Feather Investments, LLC*
3. Pursuant to 25 O.S. § 307(B)(3), 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 the purchase or appraisal of real estate, to wit: *TAEMA Voluntary Flood Acquisition Program - VBP #978, Fleming*
4. Pursuant to 25 O.S. § 307(B)(3), 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 the purchase or appraisal of real estate, to wit: *TAEMA Voluntary Flood Acquisition Program - VBP #1048, Jackson*
5. Pursuant to 25 O.S. § 307(B)(3), 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 the purchase or appraisal of real estate, to wit: *TAEMA Voluntary Flood Acquisition Program - VBP #952, Owens*

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 9:47 a.m.

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

P. Discussion and Possible Action Regarding Executive Session Items

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve as presented and proceed with the purchase of these properties as discussed in Executive Session, to-wit: *TAEMA Voluntary Flood Acquisition Program - VBP #1002, Adair, (Clerk's Misc. File No. 20241539), VBP #915, Feather Investments, LLC, (Clerk's Misc. File No. 20241540), VBP #978, Fleming, (Clerk's Misc. File No. 20241541), VBP #1048, Jackson, (Clerk's Misc. File No. 20241542), VBP #952, Owens (Clerk's Misc. File No. 20241543).* Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

VII. 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.

VIII. ADJOURN

Motion made by Kelly Dunkerley, seconded by Karen Keith, 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