

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on August 22, 2024 at 2:40 p.m.)

APPROVED
9/3/2024

MINUTES
Monday, August 26, 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. MINUTES

A. Board of County Commissioner's Meeting of August 19, 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.

III. UNFINISHED BUSINESS

A. RFP Awards & Recommendations - (Board of County Commissioners) - Demolition Contractors Voluntary Buyout Program, to Robin Hausner Demolition, LLC, the lowest and best proposal received (Clerk's Misc. File No. 20241586)

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.

B. Amendments

1. Board of County Commissioners - to the agreement with Program Management Group, LLC, for ARPA Sub-recipient Program monitoring, CMF #20221978, for re-authorization and schedule modifications renewal through 6/30/2025, bringing the total not-to-exceed amount to \$86,958.03 (Clerk's Misc. File No. 20241587)
2. TC Departments - #19 to the award to American Services, Inc., for Pest Control, CMF #242875, the most recent renewal, CMF #20231631, to exercise the option to renew the award for an additional one-year beginning 10/16/2024 (Clerk's Misc. File No. 20241588)

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. Public Hearing - (INCOG) - for Tulsa County HOME Consortium and the CDBG Urban County Programs Annual Performance Report which describes how HOME and CDBG funds received during the 2023 program year, completed 6/30/2024, were spent in the community (Clerk's Misc. File No. 20241589)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to enter into public hearing at 9:32 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Preslie Anderson, representing INCOG, presented the Annual Performance Review.

There were no members of the public signed up to speak.

Motion made by Karen Keith, seconded by Kelly Dunkerley, to close the public hearing at 9:35 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

IV. ACTION ITEMS

- A. New or Replacement Procurement Officers - (Juvenile Bureau) - designating Jackie Busch, as new receiving specialist for Cost Centers CC4430 Juvenile Justice and CC3725 Juvenile Administration (Clerk's Misc. File No. 20241590)

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.

- B. Appointment/Reappointments - Board of County Commissioners:

1. Commissioner Keith - Appointment of Commissioner Stan Sallee to the Tulsa County Juvenile Justice Trust Authority, for a one-year term, to replace Kelly Dunkerley, whose term expires 9/29/2024 (Clerk's Misc. File No. 20241591)
2. Commissioner Dunkerley - Reappointment of Jon Scott Houston to the Tulsa County Board of Adjustment for a three-year term to expire 9/15/2027 (Clerk's Misc. File No. 20241592)
3. Commissioner Stan Sallee - Reappointment of Michael Hicks to the Tulsa County Board of Adjustment for a three-year term to expire 9/15/2027 (Clerk's Misc. File No. 20241593)

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

- C. Memorandum of Agreement - (Engineers) - with the Cherokee Nation, to provide construction, improvements, right-of-way acquisitions, and/or utility relocations for roads and/or bridges within Tulsa County, utilizing Cherokee Nation tribal funds, federal funds, or federal funds passed through to the County for the period of 10/1/2024 through 9/30/2025 (Clerk's Misc. File No. 20241594)

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.

- D. Requests for Approval

1. Board of County Commissioners - of 2025 Holiday Schedule (Clerk's Misc. File No. 20241595)
2. Budget Division - Tulsa County Agency Fund Recommended for Payment (Clerk's Misc. File No. 20241596)
Creditor: Crawford & Associates, Inc.; Fund: 500; Item: 18843; Purpose: To pay for preparation of TCIA annual financial statements for FY24; Amount Paid: \$520
3. Engineers:
 - a. of disposition of county property via an online auction hosted by Purple Wave, Inc., which concluded on 7/30/2024. The final monies due to the county for the sale of these properties totaled \$496,550, which was credited to the Highway Cash Fund (Fund 200), per the resolution adopted by the Board of County Commissioners on 7/8/2024, CMF #20241321. Upon approval, all properties on the attached list which currently remain on the Tulsa County capital asset inventory will be disposed of in Workday effective 7/30/2024 (Clerk's Misc. File No. 20241597)
 - b. to accept funding from the Oklahoma Cooperative Circuit Engineering District Board (OCCEDB), for District #3 through the Solid Waste Program for FY

2024-2025 in the amount of \$4,200, for illegal dump clean up on county road right-of-way or for trash roll-off charges and \$1,500 for the purchase of new chainsaws/pole saws (Clerk's Misc. File No. 20241598)

4. Human Resources:

- a. Revocation of Tulsa County Policy TCP 2102, Vehicle Usage by Court Services Employees and Officers (Clerk's Misc. File No. 20241599)
- b. Revocation of Tulsa County Policy TCP 107-H, Worker's Compensation Leave of Absence for Qualifying Employees (Clerk's Misc. File No. 20241600)
- c. of Tulsa County Policy TCP 113, Safety Footwear Program (Clerk's Misc. File No. 20241601)

5. Parks - Murray Electric & Plumbing, of estimate for \$8,900 to replace approximately 60' of water line at LaFortune park (Clerk's Misc. File No. 20241602)

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.

E. Resolutions - Board of County Commissioners:

1. 2025 Board of County Commissioners Meeting Schedule (Clerk's Misc. File No. 20241603)
2. 2025 Management Conference Meeting Schedule (Clerk's Misc. File No. 20241604)
3. authorizing a partial distribution in the amount of \$170,000 of sales tax funds from the Vision Tulsa Capital Improvements Program for the purchase of four new servers, a storage array and network switch for IT (Clerk's Misc. File No. 20241605)

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.

F. Agreements

1. Administrative Services - JD Young Technologies, for the purchase of a Canon OCE TITAN 6330TP printer under Texas State Contract #CPO4437; cost of \$246,068.07, with \$225 quarterly maintenance and servicing fee (Clerk's Misc. File No. 20241606)
2. Assessor - Union Realtime, LLC, to provide the Radius location intelligence platform application; cost \$300 per month for ten months (Clerk's Misc. File No. 20241607)
3. Board of County Commissioners:
 - a. Canadian County Juvenile Detention Center, to provide additional capacity for the Tulsa County Juvenile Detention Home should it be necessary (Clerk's Misc. File No. 20241608)
 - b. CommunityWorks, LLC, of Cleveland County, to provide additional capacity for the Tulsa County Juvenile Detention Home should it be necessary (Clerk's Misc. File No. 20241609)
 - c. CommunityWorks, LLC, of Pottawatomie County, to provide additional capacity for the Tulsa County Juvenile Detention Home should it be necessary (Clerk's Misc. File No. 20241610)
 - d. Eastern Oklahoma Youth Services of Pittsburg County, to provide additional capacity for the Tulsa County Juvenile Detention Home should it be necessary (Clerk's Misc. File No. 20241611)
 - e. Oklahoma County, to provide additional capacity for the Tulsa County Juvenile Detention Home should it be necessary (Clerk's Misc. File No. 20241612)

- f. The Spring Shelter, ARPA Beneficiary, in the amount of \$50,000, CMF #20241380, to provide financial assistance to a nonprofit for the expansion of a facility that assists individuals experiencing homelessness, domestic violence, and human trafficking (Clerk's Misc. File No. 20241613)

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.

4. Parks:

- a. California Street Tacos, LLC, to provide concessions at LaFortune Park on 9/14/2024, from 11:00 a.m. to 1:00 p.m.; fee \$50 (Clerk's Misc. File No. 20241614)
- b. Henaco Enterprises, Inc., to provide concessions at Haikey Creek Park and Chandler Park for the month of September 2024; fee \$200 (Clerk's Misc. File No. 20241615)
- c. Oklahoma Soccer Association, for use of Haikey Creek Soccer Fields 1-5 for soccer practice and games from 9/1/2024 through 12/31/2024, weekdays 5:00 p.m. to 8:00 p.m.; weekends 8:00 a.m. to 8:00 p.m.; fee \$1,000 per month (Clerk's Misc. File No. 20241616)
- d. Rosary Run Corporation, for a 5K run/walk at LaFortune Park SE shelter and trail on 10/5/2024, from 6:30 a.m. to 2:00 p.m.; fee \$870 (Clerk's Misc. File No. 20241617)

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.

- G. Agreement Renewal - (Employees' Retirement System of Tulsa County) - Barrow, Hanley, Mewhinney & Strauss, LLC, for renewal of CMF #20231455 for FY 2024-2025 (Clerk's Misc. File No. 20241618)

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.

- H. Requests to Advertise for Bids - (TC Departments) - Temporary to Hire Staffing (Clerk's Misc. File No. 20241619)

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

I. Inventory Resolutions

1. Highway Construction - Request to surplus: tire changer (Clerk's Misc. File No. 20241620)
2. Social Services - Asset disposal: junked - small tools: wet/dry vac, floor scrubber, floor buffer, computer equipment (Clerk's Misc. File No. 20241621)

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.

J. Utility Permits - Engineers:

1. AT&T:
 - a. to cross and parallel E. 76th St. N., approximately 0.1 mi. W. and E. of the E. 76th St. N. and Lakewood Dr. junction (Clerk's Misc. File No. 20241622)

- b. to parallel N. 113th E. Ave., approximately 3.0 mi. N. of SH-20 (Clerk's Misc. File No. 20241623)
2. Cox Communications, for the cross and parallel of E. 56th St. N., approximately 0.13 mi. E. of the N. Lewis Ave. and E. 56th St. N. junction (Clerk's Misc. File No. 20241624)
3. Sapulpa Rural Water Company, for the crossing of W. 61st St. S. approximately 0.1 mi. W. of the W. 61st St. S. and S. 85th W. Ave. junction (Clerk's Misc. File No. 20241625)

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.

K. Travel/Training - Inspections:

1. Teresa Tosh, to the 2024 NAWIC (National Association of Women in Construction) Fall Conference to be held in Tulsa, OK on 10/4-5/2024; cost \$400 (Clerk's Misc. File No. 20241626)
2. Teresa Tosh, Lucky Airehrour and Kerrick Edenborough to the 2024 OFMA (Oklahoma Floodplain Managers Association) Annual Conference in Durant, OK on 9/16-18/2024; cost \$2,000 (Clerk's Misc. File No. 20241627)

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

L. Claims

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.

M. Payroll claims - Monthly for 8/2024

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.

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

O. Consideration and Approval of Construction Program Payments (Clerk's Misc. File No. 20241628)

1. **Sales Tax/Bond Funded Projects Recommended for Payment**
Creditor: On Call Services & Rentals; Fund H171S/PJ1027; Item: 171st St. S. Improvements US Hwy 64 to 161st E. Ave.; Purpose: Construction; Amount Paid \$74.27

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.

P. 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. 20241629)

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.

Q. Juvenile Detention Home Update for August 14-21, 2024 (Clerk's Misc. File No. 20241630)
David Parker, Manager of the Juvenile Detention Home, provided the following update:

- Facility Certification: We are working diligently to prepare for the OJA OPI audit in September. Time is a big factor in getting past deficiencies corrected new policies and operational changes. We are committed.
- Paperless Systems: Working with our county IT group to develop and implement an electronic logging system and record keeping. This will assist us in our efforts to become more accountable in our systems and the ability to retrieve records more effectively.
- Staffing: Completed two interviews for entry level Youth Detention Specialists. One was rejected and the other was forwarded to HR for background investigation.
- Enhanced Programs: Began scheduling meetings with vendors to review their programmatic software for resident tablets as a part of our token community.
- Quality of Life Concerns: As a part of ongoing assessments for “quality of life” improvements for residents, it was recommended to provide shower shoes.

V. 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.

VI. 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.

VII. 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


Stan Sallee, Chairman

ATTEST:


Michael Willis, Tulsa County Clerk

