

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on October 4, 2024 at 8:49 a.m.)

MINUTES
Monday, October 7, 2024

APPROVED
10/14/2024

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 Michael Craddock, representing Commissioner Stan Sallee, Commissioner Kelly Dunkerley 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. 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. PROCLAMATIONS

- A. Proclaiming October 2024, as a Breast Cancer Awareness Month (Clerk's Misc. File No. 20241871)

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

- B. Proclaiming the week of October 6, 2024, through October 12, 2024, as National 4-H Week and the Month of October as Oklahoma 4-H Month (Clerk's Misc. File No. 20241872)

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

- C. Proclaiming Saturday, October 5, 2024, as Bishop Melvin Fitzgerald Cooper Day (Clerk's Misc. File No. 20241873)

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

IV. MINUTES

- A. Management Conference Special Meeting of July 18, 2024
B. Management Conference Meeting of August 8, 2024
C. Board of County Commissioner's Meeting of September 30, 2024

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

V. UNFINISHED BUSINESS

A. Bid Openings

1. Board of County Commissioners - RFQ - Architect & Engineer Services for OSU Extension Building
 - a. Allford Hall Monaghan Morris, LLC (Clerk's Misc. File No. 20241874)
 - b. CJC Architects, Inc. (Clerk's Misc. File No. 20241875)
 - c. Dewberry Architects, Inc. (Clerk's Misc. File No. 20241876)
 - d. GH2 Architects, LLC (Clerk's Misc. File No. 20241877)
 - e. Lilly Architects, PLLC (Clerk's Misc. File No. 20241878)
 - f. WRA Architects, Inc. (Clerk's Misc. File No. 20241879)

Motion made by Michael Craddock, seconded by Kelly Dunkerley, to refer the bids to the Board of County Commissioners and Procurement for analysis, review and recommendation on 10/14/2024. Upon roll call, Yes - Michael Craddock, Kelly Dunkerley, Karen Keith. No - None. Abstain - None. Motion carried.

2. Highways - Asphalt Overlay

- a. A&A Asphalt, Inc. (Clerk's Misc. File No. 20241880)
- b. APAC-Central, Inc. (Clerk's Misc. File No. 20241881)
- c. Ellsworth Construction, LLC (Clerk's Misc. File No. 20241882)

Motion made by Kelly Dunkerley, seconded by Michael Craddock, to refer the bids to Highways and Procurement for analysis, review and recommendation on 10/14/2024. Upon roll call, Yes - Michael Craddock, Kelly Dunkerley, Karen Keith. No - None. Abstain - None. Motion carried.

- ### B. Bid Awards & Recommendations - (Building Operations) - Social Services Building Foundation Repair, to Myers-Cherry Construction, LLC, in the total amount of \$85,625, which includes the Base Bid and no alternates (Clerk's Misc. File No. 20241883)

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

C. Change Orders

1. Parks - Flintco, LLC:

- a. #1 for Construction Management of Case Tennis Center Indoor Tennis Courts at LaFortune Park on behalf of Parks, CMF #20230655, to increase the contract sum by \$7,524.45 (Clerk's Misc. File No. 20241884)
- b. #2 for Construction Management of Case Tennis Center Indoor Tennis Courts at LaFortune Park, CMF #20230655, to increase the contract sum by \$5,170 (Clerk's Misc. File No. 20241885)
- c. #3 for Construction Management of Case Tennis Center Indoor Tennis Courts at LaFortune Park, CMF #20230655, to decrease the contract sum by \$14,973 (Clerk's Misc. File No. 20241886)
- d. #4 for the Construction Management of Case Tennis Center Indoor Courts at LaFortune Park, CMF #20230655, to increase the contract sum by \$39,381, bringing the new contract sum amount to \$6,665,962.45 (Clerk's Misc. File No. 20241887)

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

2. Sheriff - #1 with Merak Group LLC, for the Storage Building at the David L. Moss Detention Facility, CMF #20231765, in the amount of \$8,400, to install approximately 12,000 SF of Bermuda sod grass around the storage building (Clerk's Misc. File No. 20241888)

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

VI. ACTION ITEMS

- A. Reappointment - (Board of County Commissioners - Stan Sallee), of Chelsea Levo Feary to the INCOG Economic Development District Board, for one-year with term to expire on 10/31/2025 (Clerk's Misc. File No. 20241889)

Motion made by Michael Craddock, seconded by Kelly Dunkerley, to approve the reappointment. Upon roll call, Yes - Michael Craddock, Kelly Dunkerley, Karen Keith. No - None. Abstain - None. Motion carried.

B. Requests for Approval

1. Administrative Services - Xante Corporation, for credit application (Clerk's Misc. File No. 20241890)
2. Board of County Commissioners - City of Skiatook and the Skiatook Public Works Authority, for Quit Claim Deed conveying a tract of real property located at the intersection of Highways 11 and 20, in Tulsa County (Clerk's Misc. File No. 20241891)
3. Human Resources - Multiple Injury Trust Fund (MITF) assessment for the quarter ending 9/30/2024 (Clerk's Misc. File No. 20241892)
4. INCOG - Tulsa County CDBG Urban County Program:
Action #1, to Designate the County's Chief Executive Officer, the Chairperson, the Certifying Officer under the National Environmental Policy Act of 1969 to assume overall responsibility for the environmental review process, including signing required certifications.
Action #2. Make a Finding of Exemption for the following projects: FY2024 City of Broken Arrow Emergency Home Repairs
Action #3. Make a Finding of Categorically Excluded/Converts to Exempt on the following projects: City of Broken Arrow College Addition Rehabilitation; City of Sapulpa Fife Avenue Road Resurfacing Project; Tulsa County Collector Road Rehabilitation in Turley Community (Clerk's Misc. File No. 20241893)
5. Social Services, to accept donations for medications and various items (Clerk's Misc. File No. 20241894)

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

C. Agreements

1. Board of County Commissioners:
 - a. Destiny Huddleston, for the purchase of real property for TAEMA Voluntary Flood Buyout, described as Lot Sixteen (16), Block (5), Edison Road 4th Addition a subdivision to the City of Tulsa, Tulsa County, State of Oklahoma, Plat No. 1907, Tax ID: 12425-92-04-02400, in the amount of \$145,000 (Clerk's Misc. File No. 20241895)
 - b. Feather Investments, LLC, for purchase of real property for TAEMA Voluntary Flood Buyout, described as Northwest Quarter of the Southwest Quarter (NW

1/4 SW 1/4) of Section Nine (9), Township Nineteen (19) North, Range Eleven (11) East of the Indian Base and Meridian, Tulsa County, State of Oklahoma, Tax ID: 99109-91-09-09870, in the amount of \$255,000 (Clerk's Misc. File No. 20241896)

- c. Kathy Sue Adair, for the purchase of real property for TAEMA Voluntary Flood Buyout, located at Lot Eleven (11), Block One (1), Garden Spot Acres an Addition in Tulsa County, State of Oklahoma, Tax ID: 54940-91-08-47530, in the amount of \$160,000 (Clerk's Misc. File No. 20241897)

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

2. Human Resources - SHL US, LLC, for pre-employment testing for pre-hire candidates in the amount of \$2,000, limited to 100 tests within a one-year period (Clerk's Misc. File No. 20241898)

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

3. Parks - North Tulsa Cherokee Community Org., for a Community Festival at O'Brien Park Pavillion 2 on 10/19/2024, from 8:00 a.m. to 4:00 p.m.; fee of \$562.50 (Clerk's Misc. File No. 20241899)

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

4. Sheriff - City of Tulsa, Justice Grant Program (JAG):
 - a. to receive \$20,042 of federal funds to be granted for the purchase of specialized equipment under the Edward Byrne Memorial Justice Assistance Grant Program (Clerk's Misc. File No. 20241900)
 - b. to receive \$20,900 of federal funds to be granted for the purchase of specialized equipment under the Edward Byrne Memorial Justice Assistance Grant Program (Clerk's Misc. File No. 20241901)

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

- D. Request to Advertise for Bids - (Sheriff) - David L. Moss Fire-Rated Glass Installation (Clerk's Misc. File No. 20241902)

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

E. Inventory Resolutions

1. Juvenile Bureau - Asset transfer to Building Operations; lawn and garden equipment, computer equipment, power drills, small tools, and miscellaneous maintenance and repair equipment (Clerk's Misc. File No. 20241903)
2. Juvenile Justice Center, Asset transfer to Building Operations; automobiles and trailers (Clerk's Misc. File No. 20241904)
3. Parks; Asset disposal; junked - miscellaneous office furniture and chairs (Clerk's Misc. File No. 20241905)
4. Social Services Asset transfer to Parks; automobiles and trailers (Clerk's Misc. File No. 20241906)

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

- F. Sole Source - (Sheriff) - Intellitech Corporation (IMACS, ALERT), to upgrade, maintain, service, support and provide training for its trademark IMACS and ALERT associated applications and proprietary software; for one year beginning 11/13/2024 (Clerk's Misc. File No. 20241907)

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

G. Utility Permits - Engineers:

- 1. BTC Broadband:
 - a. for the cross and paralleling of 151st St., 161st St., 145th E. Ave. approximately 1.66 mi. N. of the US Hwy 64 and 160th E. Ave. junction (Clerk's Misc. File No. 20241908)
 - b. for the cross and paralleling of 161st St. S. and 145th E. Ave., approximately 0.83 mi. N. of the US Hwy 64 and 145th E. Ave. junction (Clerk's Misc. File No. 20241909)
 - c. for the cross and paralleling of 161st St. S. and 161st E. Ave., approximately 0.6 mi. N. of the US Hwy 64 and 160th E. Ave. junction (Clerk's Misc. File No. 20241910)
- 2. Cimarron Telephone Company, for the paralleling of W. 41st St. S. approximately 0.45 miles E. of the county line (Clerk's Misc. File No. 20241911)
- 3. Rogers County Rural Water District #3, for the crossing of E. 59th St. N. approximately 0.16 mi. W. of the E. 59th St. N. and N. 145th E. Ave. junction (Clerk's Misc. File No. 20241912)

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

H. Travel/Training

- 1. Human Resources, for Eddy Tijernia to obtain his instructor certification for CPR, AED and First Aid Training of County Employees, in Sapulpa, OK on 10/15/2024; cost of \$400 (Clerk's Misc. File No. 20241913)
- 2. Parks, for Kimberly Light to travel and attend the American Heart Association "Train the Trainer" class in Sapulpa, OK, on 10/15/2024; cost of \$300 (Clerk's Misc. File No. 20241914)

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

I. Claims

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

J. Blanket Purchase Orders and Emergency Purchase Orders

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

K. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20241915)
Creditor: Evergreen Properties; Trust # 094026-C9; Item: 10,542-Route 66; Purpose: Route 66 Façade Matching Grant; Amount Paid: \$34,806.89

2. Vision Tulsa County (Clerk's Misc. File No. 20241916)

Sales Tax/Bond Funded Projects Recommended for Payment

Creditor: Action Safety Supply Co. LLC; Fund#: H171S/PJ1027; Item: 171st St. S. Improvements US Hwy 64 to 161st E. Ave.; Purpose: Materials; Amount Paid: \$12,329

Creditor: Apac-Central Inc.; Fund#: H171S/PJ1027; Item: 171st St. S. Improvements US Hwy 64 to 161st E. Ave.; Purpose: Materials; Amount Paid: \$74.27

Creditor: Centurion Land Development, Inc.; Fund#: H121E/PJ1024; Item: 121st St. Improvements US HWY 75 to Elwood; Purpose: ROWs; Amount Paid: \$13,000

Creditor: B&G Properties, LLC; Fund#: H121E/PJ1024; Item: 121st St. Improvements US HWY 75 to Elwood; Purpose: ROWs; Amount Paid: \$61,375.00

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

- L. 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. 20241917)

Motion made by Kelly Dunkerley, seconded by Michael Craddock, to approve the appropriations. Upon roll call, Yes - Michael Craddock, Kelly Dunkerley, Karen Keith. No - None. Abstain - None. Motion carried.

- M. Juvenile Detention Home Update - September 25, 2024 through October 1, 2024, to Accept and File (Clerk's Misc. File No. 20241918)

David Parker gave the following update:

- **Staffing:** We were able to move forward and get two positions announced to assist with the admissions process, ensuring all intake processes were in place and compliance with Administrative Code as well as national standards. Additionally, four detention staff starting 10/7/2024. We had a significant number of applicants for the Recreation Supervisors and those interviews and screening process are ongoing as well.
- **Licensing:** We received our Office of Public Integrity Audit Results and were granted an extended probationary license, which expires 12/31/2024. Items identified during this audit period, which was January 2024-September 2024, were considered “reoccurring,” as the audit period extended back prior to the BOCC oversight of the facility. The noncompliant finding is being remedied through a total restructure of resident files and areas of concern have been addressed. We are not able to correct or reconstruct previous files but feel this new process will negate further concerns from OJA. A quality control process is in place to continue to monitor compliance.
- **Technology:** With the assistance of Alan Vanderburg, we are moving forward with an electronic system for the facility. We were able to meet with one vendor on 10/1 and a second, 10/2. I would like to thank Mr. Vanderburg for vetting those vendors and the IT for attending those meeting to ensure confidentiality of records and data breach concerns are addressed.

- **Training:** Our training department was able to partner with the Oklahoma Department of Mental Health to provide a two-day intensive training for Mental Health First Aide for approximately 25 staff. The course provided the skills to observe and recognize the patterns of thoughts, feelings, behaviors, and appearance that may be present as a challenge rather than a specific disorder. Staff were able to learn action plans for non-crisis and crisis scenarios. I would like to acknowledge the dedication of a number of those staff members, as they worked their shift either prior to or after the training.
- **Advisory Committee Meeting:** Judge Francien and Wendy Downie, Family and Children Services, have remained in contact since the meeting, offering to review programming and possibly make recommendations regarding providers once specific input and priorities are established.
- **CJJA:** We had our final zoom meeting for our CJJA grant. We look forward to receiving their final report and recommendations going forward. Through self-auditing, we had identified many areas that will not be in their final report and are well into corrective action.

Number of residents 29 as of October 2, 2024: Charges - Number of Residents: First Degree Murder - 3; Minor in Possession of Weapon after Adjudicated - 3; Larceny of Vehicle - 3; Shooting with Intent to Kill - 4; Robbery w/firearm - 2; Assault w/dangerous weapon - 2; Lewd proposals/Act w/child - 1; Manslaughter - 1; Burglary III - 2; Burglary II - 3; Domestic Assault w/dangerous weapon - 2; Obstruction of a Police Officer - 2; Aggravated Assault & Battery - 1

Motion made by Michael Craddock, seconded by Kelly Dunkerley, to accept and file the update. Upon roll call, Yes - Michael Craddock, Kelly Dunkerley, Karen Keith. No - None. Abstain - None. Motion carried.

- N. Executive Session - (District Attorney) - Andrew Higginbotham, of Notice of Tort Claim - Creek County Rural Water District #2, TC-2024-23, I am requesting that the above matter be set for Executive Session at the September 30, 2024, meeting of the Board of County Commissioners. Pursuant to 25 O.S. § 307(B)(4), I am requesting that this matter be discussed in Executive Session between the Board and its attorney, for the purpose of confidential communications concerning a pending claim against the County. Deferred from September 30, 2024

Motion made by Kelly Dunkerley, seconded by Michael Craddock, to go into Executive Session. Upon roll call, Yes - Michael Craddock, Kelly Dunkerley, Karen Keith. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 10:00 a.m.

Motion made by Michael Craddock, seconded by Kelly Dunkerley, to reconvene the regular meeting at 10:30 a.m. Upon roll call, Yes - Michael Craddock, Kelly Dunkerley, Karen Keith. No - None. Abstain - None. Motion carried.

- O. Discussion and Possible Action Regarding Executive Session Item

Motion made by Kelly Dunkerley, seconded by Michael Craddock, to grant settlement authority to the District Attorney up to the amount discussed in Executive Session, to-wit: *Tort Claim - Creek County Rural Water District #2, TC-2024-23*. Upon roll call, Yes - Michael Craddock, Kelly Dunkerley, Karen Keith. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20241919)

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 Michael Craddock, seconded by Kelly Dunkerley, to adjourn the meeting. Upon roll call, Yes - Michael Craddock, Kelly Dunkerley, Karen Keith. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS


Stan Sallee, Chairman

ATTEST:





Michael Willis, Tulsa County Clerk