

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at [www.tulsacounty.org](http://www.tulsacounty.org) on March 31, 2022 at 4:29 p.m.)

MINUTES  
Monday, April 4, 2022

I. CALL TO ORDER

The Board of County Commissioners (BOCC) met at the hour of 9:30 a.m., with the following members present: Interim Commissioner Vicki Adams, Commissioner Stan Saltee, Commissioner Karen Keith. Others present: County Clerk Michael Willis represented by Recording Secretary Georgeann Hiebert.

Karen Keith, Chairman, called the meeting to order at 9:30 a.m., and the following business was transacted:

II. PLEDGE OF ALLEGIANCE

Chief Deputy Keri Fothergill led the Pledge of Allegiance.

III. PROCLAMATION

- A. Proclaiming April 2022 as Fair Housing Month in Tulsa County (Clerk's Misc. File No. 20220561)

Commissioner Keith read the Proclamation and presented it to Claudia Brierre representing INCOG.

IV. MINUTES

- A. Management Conference Meeting of March 10, 2022

Motion made by Vicki Adams, seconded by Stan Saltee, to approve the minutes. Upon roll call, Yes - Vicki Adams, Stan Saltee, Karen Keith. No - None. Abstain - None. Motion carried.

- B. Board of County Commissioner's Meeting of March 28, 2022

Motion made by Stan Saltee, seconded by Vicki Adams, to approve the minutes. Upon roll call, Yes - Vicki Adams, Stan Saltee, Karen Keith. No - None. Abstain - None. Motion carried.

V. UNFINISHED BUSINESS

- A. Bid Awards & Recommendations:

1. Board of County Commissioners - Owner's Representative & Program Management Services RFQ - Deferred

Motion made by Vicki Adams, seconded by Stan Saltee, to defer the recommendation. Upon roll call, Yes - None. No - None. Abstain - None. Motion carried.

2. Highways - Road Materials - to obtain three quotes per Title 19, since no bids were received (Clerk's Misc. File No. 20220562)

3. TC Departments - Chevrolet & GMC Auto Repair - to obtain three quotes per Title 19, since no bids were received (Clerk's Misc. File No. 20220563)

Motion made by Vicki Adams, seconded by Stan Saltee, to approve the recommendations. Upon roll call, Yes - None. No - None. Abstain - None. Motion carried.

- B. Addendum - (Assessor) - #10 to the agreement with Harris Systems USA, Inc., CMF #230887, to extend the maintenance services for the RealWare Support software for FY 2022-2023 (Clerk's Misc. File No. 20220564)

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

C. Amendments

1. Engineers:

- a. #1 to agreement with Meshek & Associates, LLC, CMF #20211873, to revise the scope for preparation of a Road Class Structure Inventory Application, increasing the cost of the services by \$26,250 for a total contract amount of \$78,850 (Clerk's Misc. File No. 20220565)
- b. #3 to the agreement with Guy Engineering Services, Inc., CMF #245534, to add coordination with Explorer Pipeline to expose the pipeline ensuring federal requirements for protecting the pipeline are being met for the proposed detour road and stormwater box extension at 51<sup>st</sup> and 193<sup>rd</sup> E. Ave. roundabout, an increase of \$10,434, for a revised contract amount of \$791,248 (Clerk's Misc. File No. 20220566)

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

2. Juvenile Bureau - #2 to the Agreement with Gold Star Security and Investigations, CMF #20212386 (as subsequently amended by the First Amendment, CMF #20212494), for detention and guard services (Clerk's Misc. File No. 20220567)

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

- D. Change Order - (Engineers) - #1 to agreement with Uretex USA, Inc., for repair of eight areas located on 121<sup>st</sup> Street east of intersection of S. Sheridan Road and West of the bridge over Fry Ditch Creek in Bixby, OK, CMF# 20220143, to add additional material, labor and traffic control hours, an increase \$59,255.80, for a revised total contract sum is \$181,999.30 (Clerk's Misc. File No. 20220568)

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

VI. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 4/11/2022 (Clerk's Misc. File No. 20220569)

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

- B. Appointments - Commissioner Sallee

1. Elizabeth Hall - to River Parks Authority effective 5/9/2022, for a three-year term expiring 5/8/2025 (Clerk's Misc. File No. 20220570)
2. Mike Lester - to Tulsa County Criminal Justice Sales Tax Overview Committee effective 4/4/2022, for a three-year term expiring 12/1/2024 (Clerk's Misc. File No. 20220571)

Motion made by Stan Sallee, seconded by Vicki Adams, to approve the appointments. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

- C. Requests for Approval

1. Engineers - Acceptance of Right of Way Easement from Kevin King and Paige King (LS-21434) (Clerk's Misc. File No. 20220572)
2. Human Resources - Safety Shoe Subsidy Increase from \$65 to \$100 (Clerk's Misc. File No. 20220573)

3. Parks - Menu price increases for the 2022 golf season at LaFortune and South Lakes Golf Course Grills, effective 4/7/2022 (Clerk's Misc. File No. 20220574)

Motion made by Vicki Adams, seconded by Stan Sallee, to approve and authorize execution, as needed. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

D. Resolutions

1. Board of County Commissioners - conveying surplus real property located East of 117<sup>th</sup> E. Ave., between East 69<sup>th</sup> Street North and East 72<sup>nd</sup> Street North, Tulsa County, Oklahoma to City of Owasso (Clerk's Misc. File No. 20220575)
  - a. Quit-Claim Deed - conveying surplus real property located East of 117<sup>th</sup> E. Ave., between East 69<sup>th</sup> Street North and East 72<sup>nd</sup> Street North, Tulsa County, Oklahoma to City of Owasso (Clerk's Misc. File No. 20220576)

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

2. District Attorney:

- a. Designating Douglas Wilson as Requesting Officer (Clerk's Misc. File No. 20220577)
- b. Designating Tiffany (Elise) McGouran as Requisitioning Officer (Clerk's Misc. File No. 20220578)

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

E. Agreements

1. Board of County Commissioners - INCOG for CDBG-CV CARES Act Program funds with Caring Community Friends, Inc. (Clerk's Misc. File No. 20220579)
2. Building Operations:
  - a. Allana Buick & Bers, Inc., for re-design services for the Tulsa County Garage Roof Replacement project located at 2321 Charles Page Blvd. (Clerk's Misc. File No. 20220580)
  - b. CoxComm, LLC and Cox Oklahoma Telcom, LLC, for Cox Business TV Service until 6/30/2023; one-time set-up cost of \$450 and \$128.16 monthly (Clerk's Misc. File No. 20220581)
3. Election Board - OMECorp Genesis Business Systems, for annual maintenance of model IM306BASE, serial number ZE02942, for FY 2022-2023; cost of \$2,098.80 (Clerk's Misc. File No. 20220582)
4. Parks:
  - a. Candy Food Truck, for event at Chandler Park on 4/2/2022; fee of \$50 (Clerk's Misc. File No. 20220583)
  - b. Henaco Enterprise, Inc., for Food Services at Chandler Park, LaFortune Park and Haikey Creek Park from 4/1/22-10/31/2022; fee of \$300 per month (Clerk's Misc. File No. 20220584)

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

- F. Request to Advertise for Bids - (Sheriff) - Correctional-Institutional Supplies (Clerk's Misc. File No. 20220585)

Motion made by Stan Sallee, seconded by Vicki Adams, to approve the request to advertise. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

G. Inventory Resolutions

1. Election Board - junked; air compressor (Clerk's Misc. File No. 20220586)
2. Highways
  - a. junked; Air compressor & tire changer (Clerk's Misc. File No. 20220587)
  - b. sold; Jet paving breaker (Clerk's Misc. File No. 20220588)
3. Sheriff
  - a. junked; printer (Clerk's Misc. File No. 20220589)
  - b. Retired to Deputy Amber Solomon - Body armor and Glock (Clerk's Misc. File No. 20220590)
  - c. Retired to Deputy Ralph Mavers - Body armor and Glock (Clerk's Misc. File No. 20220591)
4. Social Services - junked; office equipment (Clerk's Misc. File No. 20220592)

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

H. Sole Sources - Sheriff:

1. M & M Micro Systems, Inc., for the Sheriff's Office Management System (S.O.M.S.) Software, that includes the state SIBRS requirements (Clerk's Misc. File No. 20220593)
2. PowerDMS, for cloud-based software as a service (SaaS) maintenance, new releases, and support for a platform that combines document, training and accreditation management and electronically links that content to alert users whenever a change may impact compliance (Clerk's Misc. File No. 20220594)

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

- I. Utility Permit - (Engineers) - Oklahoma Natural Gas Company - to cross E.136th St. N. approximately 1.00/1.32 miles S/E of the US-75 & SH-20 junction (Clerk's Misc. File No. 20220595)

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

J. Travel/Training

1. Board of County Commissioners - Terry Simonson to NACo Annual Conference in Denver, Colorado from 7/21-24/2022; cost of \$3,000 (Clerk's Misc. File No. 20220596)
2. Engineers - Alex Mills the 2022 the Oklahoma Floodplain Managers Association Spring Technical Workshop on 4/14/2022 in Tulsa, OK; cost of \$75 (Clerk's Misc. File No. 20220597)
3. Human Resources - Kathy Burrows to the annual NACo Conference in Denver, Colorado, from 7/20-24/2022; cost of \$1,290.50 (Clerk's Misc. File No. 20220598)

4. Inspections - (Clerk's Misc. File No. 20220599)

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

K. Tulsa City-County Health Department Travel/Training to Accept & File (Clerk's Misc. File No. 20220600)

Motion made by Vicki Adams, seconded by Stan Sallee, to accept and file the Tulsa City-County Health Department travel/training requests. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

L. Claims to be Disallowed (payments cancelled as of 3/28-04/1/2022)

There were no claims to be disallowed.

M. Claims (payments for bills to be paid by 3/21-25/2022)

Motion made by Stan Sallee, seconded by Vicki Adams, to approve and authorize execution by the Commission. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

N. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 3/28-04/1/2022

Motion made by Vicki Adams, seconded by Stan Sallee, to approve and authorize execution by the Commission. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

O. Consideration and Approval of Construction Program Payments

1. Vision Tulsa County (Clerk's Misc. File No. 20220601)

Motion made by Stan Sallee, seconded by Vicki Adams, to approve the payments. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

P. COVID-19 Virus Discussion and Update

Joseph Kralicek, Director of Tulsa Area Emergency Management Agency, gave an update on COVID-19 numbers in Tulsa County.

Q. 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

There were no appropriations for approval.

VII. ANNOUNCEMENTS

County Events and Status Updates for Comment and Discussion from: Administrative Services, Building Operations, Court Services, Election Board, Human Resources, Information Technology, Parks, Purchasing, Social Services, Engineering, Highways, Inspections, Sheriff, Assessor, County Clerk, Court Clerk, Treasurer, District Attorney, Presiding Judge, Juvenile Justice, Expo Square, INCOG, Tulsa Area Emergency Management Agency, OSU Extension, CC Library, Tulsa City-County Health Department, River Parks Authority, Levee Drainage District #12, Board of County Commissioners Chief Deputies, Director of Governmental Affairs

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 Stan Sallee, seconded by Vicki Adams, to adjourn the meeting. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

### BOARD OF COUNTY COMMISSIONERS

Karen Keith, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk