

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on February 9, 2023 at 3:17 p.m.)

MINUTES
Monday, February 13, 2023

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 Karen Keith, Chief Deputy Michael Craddock, representing Commissioner Stan Sallee and Commissioner Kelly Dunkerley. Others present: County Clerk Michael Willis.

Kelly Dunkerley, 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 February 6, 2023

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

III. REPORTS

A. Elected Officials:

1. Assessor - Monthly for 1/2023 (Clerk's Misc. File No. 20230197)
2. County Clerk - Monthly for 1/2023 (Clerk's Misc. File No. 20230198)
3. Treasurer - Depository Summary of Daily Analysis for 1/2023 (Clerk's Misc. File No. 20230199)

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

B. County Department - (Election Board) - Monthly for 1/2023 (Clerk's Misc. File No. 20230200)

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

C. Employees' Retirement System of Tulsa County - Treasurer's report for 2nd Quarter FY 2022-2023 (Clerk's Misc. File No. 20230201)

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

IV. UNFINISHED BUSINESS

A. Bid Awards & Recommendations:

1. Parks - RFQ for Construction Manager at Risk Services for Case Tennis Center at LaFortune Park - Deferred

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

B. Amendment - #1 to Award for Paperstock for Printing to Midland Paper Company, CMF #20221813, for product change. Currently, Administrative Services orders Domtar Offset,

23" x 35", 70#, white, item# WY0469 by the carton, cartons are not easily obtained. This amendment is submitted for approval to order the same product by skid pack. The new product information is Husky Offset 23" x 35" 70#, WY03119C (Clerk's Misc. File No. 20230202)

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

- C. Public Hearing - (INCOG) - to receive recommendations on housing needs for the cities and counties within the Metropolitan Tulsa HOME Consortium. The Department of Housing and Urban Development has awarded Tulsa County HOME Consortium FY2020 HOME-American Rescue Plan funding in the amount of \$4,049,107 to address housing needs within the HOME Consortium's service area of 6 counties and 18 jurisdictions for the qualified populations of homeless or at risk of homelessness, fleeing or attempting to flee domestic violence, sexual violence, stalking, or human trafficking, veterans and families that include a veteran who meet one of preceding criteria. Recommendations received will be considered by INCOG and the Tulsa County Board of Commissioners in developing an Allocation Plan for the HOME ARP funds to be submitted to HUD by March 31, 2023 (Clerk's Misc. File No. 20230203)

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

Claudia Brierre, representing INCOG, presented the information on the Tulsa HOME Consortium FY2020 HOME American Rescue Plan funding to address housing needs. There were no members of the public that were signed up to speak.

Motion made by Karen Keith, seconded by Michael Craddock, to close the public hearing at 9:38 a.m.. Upon roll call, Yes - Michael Craddock, Karen Keith, Kelly Dunkerley, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

V. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 2/21/2023 (Clerk's Misc. File No. 20230196)

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

- B. Request to Accept and File - (Board of County Commissioners) - the Order Appointing Appraisers, signed by the Honorable Doug Drummond, Presiding Judge of the District Court in and for Tulsa County, relating to certain real property located at 211 N. Cabaniss Ave., Bixby, OK (Clerk's Misc. File No. 20230204)

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

- C. Requests for Approval

1. Board of County Commissioners - of letter requesting the Historic Greenwood District be designated a national monument

Motion made by Michael Craddock, seconded by Karen Keith, to defer the approval of this letter. Upon roll call, Yes- Karen Keith, Michael Craddock, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

2. Building Operations - to renew the electrical contractor license for Donald Jones, the apprentice license for Ryan Schmidt and William Cunnane and the locksmith license for Josh Thomas; cost \$420 (Clerk's Misc. File No. 20230205)

3. County Clerk - of engagement letter with Workman Forensics for forensic accounting procedures of the Restore Hope Ministries Emergency Rental Assistance Program. Fees are based on services rendered at an hourly rate between \$140 and \$525 (Clerk's Misc. File No. 20230206)
4. Engineers - Oklahoma Department of Transportation for reimbursement of right-of-way appraisals for 1 parcel required for the 101st Street South from Memorial to Garnett road project, State Project No. JP 29345(04), assigned to Meshek and Associates, LLC, in the amount of \$3,200 (Clerk's Misc. File No. 20230207)
5. Human Resources - Tulsa County Policies:
 - a. TCP-101: Establishes policies for work schedules, overtime, and compensatory time (Clerk's Misc. File No. 20230208)
 - b. TCP-107-D: Establishes policies for funeral leave available to full-time regular employees of Tulsa County (Clerk's Misc. File No. 20230209)

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

- D. Resolution - (Drainage District #12) - to Strike Assessment from the 2022 Tax Roll: **HollyFrontier Tulsa Refining LLC East**
 Parcel No.: 00000-58-40-04151 Item No.: 22-20-5002680-019-3 Assessed Value: \$28,799,226 Tax Amt: \$279,064 Amt. to Strike: \$48,137 (Clerk's Misc. File No. 20230210)

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

E. Agreements

1. Parks - Ann Hill, for use of LaFortune Community Center for Art Class Instruction, from 2/20 - 6/30/2023; fee 20% of enrollment (Clerk's Misc. File No. 20230211)

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

2. Sheriff - Thompson Construction Inc., to provide a trailer for rental measuring eight by thirty-two (8x32) for Training Quarter Staff from 2/15 - 6/30/2023; cost not to exceed \$6,212.50 (Clerk's Misc. File No. 20230212)

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

F. Requests for Qualifications - Parks:

1. Architect/Engineer Services for the O'Brien Park Improvements (Clerk's Misc. File No. 20230213)
2. Architectural/Engineering Services for Parks HVAC Systems Replacement (Clerk's Misc. File No. 20230214)

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

G. Inventory Resolutions

1. Assessor - junked; defibrillator & Kodak microfilm machine (Clerk's Misc. File No. 20230215)
2. Highways - junked; security camera system (Clerk's Misc. File No. 20230216)

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

H. Utility Permits - Engineers:

1. Cox Communications, for the 1,858 feet of overhead aerial work along Charles Page Blvd. approximately at the S. 74th W. Ave. and Charles Page Blvd. junction (Clerk's Misc. File No. 20230217)

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

2. Oklahoma Natural Gas Company:
 - a. for the crossing of W. 4th St., approximately 0.33 mi. N. and 0.58 mi. W. of the US Hwy. 412 & ST Hwy. 51 junction (Clerk's Misc. File No. 20230218)
 - b. for the crossing of S. Peoria Ave. approximately 0.37 mi. N. of the S. Peoria Ave. & E. 161st St. S. junction (Clerk's Misc. File No. 20230219)
 - c. for the crossing of N. Whirlpool Dr. approximately 0.28 mi. N. of the N. Whirlpool Dr. & E. 76th St. N. junction (Clerk's Misc. File No. 20230220)

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

3. Valor Telecommunications of Texas, LLC, for the crossing and paralleling of S. Garnett Rd. approximately 0.50 mi. S. of the E. 61st St. S. & S. Garnett Rd. junction (Clerk's Misc. File No. 20230221)

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

- I. Travel/Training - Eddy Tijerina to DOT-FMCSA Designated Employer Representative course so he can represent Tulsa County in obtaining DOT verification of new hire and existing employees that are regulated by the Oklahoma Department of Transportation; cost of online class is \$149 (Clerk's Misc. File No. 20230222)

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

J. Claims (payments for bills to be paid from 1/31-2/3/2023)

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

K. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 2/6-10/2023

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

L. Consideration and Approval of Construction Program Payments

1. Vision Tulsa County (Clerk's Misc. File No. 20230223)
SALES TAX/BOND FUNDED PROJECTS RECOMMENDED FOR PAYMENT

Creditor: Meshek & Associates; **Fund:** HW86N/PJ1047; **Item:** 86th St. N. Memorial to Hwy 75 Improvements; **Purpose:** ROWs; **Amt Paid:** \$5,682.50

Creditor: Garver LLC; **Fund:** HEDSO/PJ1037; **Item:** Edison Bridge Replacement; **Purpose:** Construction; **Amt Paid:** \$3,014.50

Creditor: Meshek; **Fund:** H91SO/PJ1033; **Item:** 91st So. Improvements from HWY 75 to Elwood; **Purpose:** ROWs; **Amt Paid:** \$880

Creditor: Sherwin Williams Co.; **Fund:** HERJR/PJ1085; **Item:** Ray Jordan Renovation - BOPS Basement; **Purpose:** Materials; **Amt Paid:** \$2,533.55

Creditor: American Waste Control, Inc.; **Fund:** HERJR/PJ1085; **Item:** Ray Jordan Renovation - BOPS Basement; **Purpose:** Dumpsters; **Amt Paid:** \$365

Creditor: Locke Supply; **Fund:** PCP02/PJ1066; **Item:** Chandler Park Project B; **Purpose:** Materials; **Amt Paid:** \$202.70

Creditor: Heatwave Supply Inc; **Fund:** PCP02/PJ1066; **Item:** Chandler Park Project B; **Purpose:** Materials; **Amt Paid:** \$224.74

Creditor: Heatwave Supply Inc; **Fund:** PCP02/PJ1066; **Item:** Chandler Park Project B; **Purpose:** Materials; **Amt Paid:** \$84

Creditor: Heatwave Supply Inc; **Fund:** PCP02/PJ1066; **Item:** Chandler Park Project B; **Purpose:** Materials; **Amt Paid:** \$1,467.79

Creditor: The Home Depot; **Fund:** PCP02/PJ1066; **Item:** Chandler Park Project B; **Purpose:** Materials; **Amt Paid:** \$140.17

Creditor: Stava Building, LLC; **Fund:** HEADQ/PJ1092; **Item:** Tulsa County HQ - Commissioner's Suite; **Purpose:** Retainage; **Amt Paid:** \$9,500.75

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

M. Public Health Update

Kendra Wise, representing CC Health Department, gave an update on COVID-19 and flu season in Tulsa County

VI. ANNOUNCEMENTS

County Events and Status Updates for Comment and Discussion from: Administrative Services, Building Operations, Court Services, Director of Governmental Affairs, 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, 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.

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

BOARD OF COUNTY COMMISSIONERS

Kelly Dunkerley, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk