

MINUTES
Tuesday, January 16, 2024

I. CALL TO ORDER

The Board of County Commissioners (BOCC) met at the hour of 8:30 a.m., with the following members present: Chief Deputy Darren Gantz, representing 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 8:30 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 January 8, 2024

B. Board of County Commissioner's Special Meeting of January 11, 2024

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

IV. REPORTS

A. Elected Officials:

1. County Clerk - (Budget Division) - E-911 report for Q2, October through December, 2023 (Clerk's Misc. File No. 20240063)

2. Court Clerk:

a. Monthly for 12/2023 (Clerk's Misc. File No. 20240064)

b. Management and Preservation for 12/2023 (Clerk's Misc. File No. 20240065)

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

B. County Departments - (Election Board) - Monthly for 12/2023 (Clerk's Misc. File No. 20240066)

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

V. UNFINISHED BUSINESS

A. Bid Awards & Recommendations:

1. Board of County Commissioners - acceptance of bid from AAON, Inc., CMF #20240002, to purchase surplus property, in the amount of \$480,000 by Quit-Claim

deed. This was the only bid received, however it met the minimum bid requirement of \$400,000 (Clerk's Misc. File No. 20240067)

Motion made by Karen Keith, seconded by Darren Gantz, to approve the award. Upon roll call, Yes - Darren Gantz, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

2. Parks - Request for Qualifications for Chandler Park Improvements - Deferred

Motion made by Karen Keith, seconded by Darren Gantz, to defer the award. Upon roll call, Yes-Darren Gantz, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

B. Addendums - Engineers:

1. to the Request to Advertise for Concrete Mixes and Related Products, set to open 1/22/2024, to provide answers to vendor questions (Clerk's Misc. File No. 20240068)
2. to the Request to Advertise for HP Storm Pipe, set to open 1/22/2024, to modify specifications of the item descriptions within the bid form (Clerk's Misc. File No. 20240069)
3. to the Request to Advertise for Road Structure Materials & Road Salt, set to open 1/22/2024, to provide answers to vendor questions (Clerk's Misc. File No. 20240070)

Motion made by Karen Keith, seconded by Darren Gantz, to approve the addendums. Upon roll call, Yes - Darren Gantz, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

C. Amendments

1. Building Operations - to the award for Trash Service to American Waste Control, CMF #20221732, the most recent renewal CMF #20231392, amended 10/23/2023, CMF #20231789, to add 16 cubic yard open top container, with no changes to the terms. The services provided consist of the delivery, transport, and disposal of up to 8 tons per haul at a cost of \$335 per haul (Clerk's Misc. File No. 20240071)
2. Engineers - #2 to the award for Tree Trimming and Removal to Custom Cuts Tree Care, Inc., CMF #20220371, the most recent renewal, CMF 20230227, to exercise the option to renew the award for an additional one-year period beginning 3/13/2024 (Clerk's Misc. File No. 20240072)
3. Human Resources - #6 to the award for Safety Shoes to Gellco Clothing & Shoes, Inc. and Red Wing Shoes, CMF #240353, the most recent renewal CMF #20230069, to exercise the option to renew for an additional one-year period beginning 2/23/2024 (Clerk's Misc. File No. 20240073)

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

D. Request for Approval - Board of County Commissioners:

1. of original agreement to repay, by way of installment payments, disallowed expenses under the American Rescue Plan Act, (ARPA), from subrecipient Oasis Fresh Foundation, dba, the Oasis Project - deferred from 1/2/2024 agenda
2. of Exhibit B, amended agreement to repay by way of installment payments, disallowed expenses under the American Rescue Plan Act (ARPA), by subrecipient Oasis Fresh Foundation, dba, The Oasis Project, CMF #20230044, submitted by Oasis Fresh Foundation - deferred from 1/2/2024 agenda

Motion made by Karen Keith, seconded by Darren Gantz, to defer these agreements. Upon roll call, Yes-Darren Gantz, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

E. Agreement - (Parks) - JSJ, Inc., to provide golf services to Tulsa County Parks -deferred from 1/11/2024 agenda (Clerk's Misc. File No. 20240074)

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

VI. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 1/22/2024 (Clerk's Misc. File No. 20240062)

Motion made by Karen Keith, seconded by Darren Gantz, to approve the fuel quotes. Upon roll call, Yes - Darren Gantz, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

- B. Resolution on Disposition of Funds/Cash Fund Estimate of Needs (Clerk's Misc. File No. 20240075)

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

C. Requests for Approval

1. Engineers - Acceptance of Corrective Right-of-Way Easement in Tulsa County from Danny and J. Carol Taylor (CLLA-6). This easement is a correction made to the original easement accepted by the County, CMF #20231739, which was recorded in Tulsa County land records as Document No. 2023085638 (Clerk's Misc. File No. 20240076)
2. Procurement - of extension not to exceed sixty days, for the contract award for Architect & Engineer Services for Chandler Park Improvements. Bids were opened on 12/18/2023, but due to the holiday season, interviews of the responding firms were not completed (Clerk's Misc. File No. 20240077)

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

D. Agreements

1. Board of County Commissioners:
 - a. Collinsville Municipal Authority, ARPA beneficiary, in the amount of \$966,522, CMF #20220520, to provide capital funding for the replacement and installation of a sanitary sewer project as referenced in the CWSRF (Clerk's Misc. File No. 20240078)
 - b. City of Tulsa, for Tulsa County's partial funding of bridge improvements on Boston Avenue Bridge, adjacent to the Jazz Hall of Fame, in an amount not to exceed \$1,000,000 (Clerk's Misc. File No. 20240079)
 - c. Ross Group Construction Corporation, LLC, for the Tulsa County HQ 3rd and 6th Floor renovation, CMF #20231919 (Clerk's Misc. File No. 20240080)
 - d. Tulsa Area United Way, ARPA Beneficiary, in the amount of \$25,000, CMF #20240032, to provide financial assistance to a nonprofit in response to the negative economic impact of the COVID 19 pandemic. Funding will be used to support the 211 program (Clerk's Misc. File No. 20240081)
2. Building Operations - Soprema, Inc., for 20-year Roofing Warranty #101-022916, warranting the roofing for the Tulsa County Central Garage Roof Replacement done by Graco Roofing & Construction, LLC, CMF #20220292 (Clerk's Misc. File No. 20240082)
3. Engineers - Graphic Resources & Reproduction, Inc., for Metered Service Equipment Maintenance Plan and lease of HP DesignJet T830-36" Plotter, Serial #CNAM9M059, for 36 months, cost of \$250 with an allowance of 1,000 Sq. Ft. Printing per month with Overage @ \$.15 Sq. Ft. (Clerk's Misc. File No. 20240083)
4. Parks:
 - a. Fernanda Thompson, for use of several Tulsa County Parks for Painting in the Park, meeting as requested by the instructor from 1/1-12/31/2024, fee of 20 percent of paid enrollment (Clerk's Misc. File No. 20240084)

- b. Tulsa Regional STEM Alliance (TRSA) Grant Award, in the amount of \$6,273.10, to be used to build the new nature room at Chandler Park (Clerk's Misc. File No. 20240085)

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

- E. Notice to Proceed - Board of County Commissioners - authorizing Ross Group Construction Corporation, LLC, to proceed with the scope of work as defined in the approved agreement for the Tulsa County HQ 3rd and 6th Floor Renovation (Clerk's Misc. File No. 20240086)

Motion made by Darren Gantz, seconded by Karen Keith, to approve the notice to proceed. Upon roll call, Yes - Darren Gantz, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

F. Inventory Resolutions

1. Assessor:

- a. Asset Disposal: junked - miscellaneous office furniture (Clerk's Misc. File No. 20240087)
- b. Asset Transfer to IT: computer equipment (Clerk's Misc. File No. 20240088)
- 2. Human Resources - Asset Disposal: junked - computer equipment (Clerk's Misc. File No. 20240089)
- 3. Sheriff - Asset Disposal: junked - computer equipment (Clerk's Misc. File No. 20240090)

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

- G. Sole Source - (Assessor) - Just Appraised, Inc., for consultation, support, updates and maintenance for their platform, original CMF #20220182 (Clerk's Misc. File No. 20240091)

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

H. Utility Permits - Engineers:

- 1. Cox Communications, for the parallel of S. 49th W. Ave. & W. 46th St., approximately 0.51 mi. N. of the S. 49th W. Ave. & W. 51st St. junction (Clerk's Misc. File No. 20240092)
- 2. ONE Gas, Inc.:
 - a. for the cross of 17211 S. Harvard Ave., approximately 2.10 mi. S. & 4.02 E. of the Jct. US 75 & SH 67 (Clerk's Misc. File No. 20240093)
 - b. for the cross of 17682 S. Yale Ave., approximately 2.57 mi. S. & 5.01 E. of the Jct. US 75 & SH 67 (Clerk's Misc. File No. 20240094)
- 3. Washington County Rural Water District #3, for the crossing of N. Memorial Dr., approximately 0.4 mi. N. of 166th St. N. (Clerk's Misc. File No. 20240095)

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

I. Travel/Training - Building Operations:

- 1. for Chester Davis to renew his mechanical journeyman license and get an electrical apprentice license, Daniel Membrila to get a mechanical apprentice license, Donald Jones to renew his electrical contractor license, Shawn Duke to renew his plumbing apprentice license, Josh Thomas to renew his locksmith license, William Cunnane to renew his plumbing apprentice license, Ryan Schmidt to renew his electrical apprentice license, Cameron Matney to renew his welding license,

Patrick McLaughlan to renew his mechanical journeyman license, and Nathan Krotzer to renew his locksmith license, cost of \$570 (Clerk's Misc. File No. 20240096)

2. for Nathan Krotzer to attend Response to Critical Court Incidents and Emergency Planning in Fort Worth, Texas on 1/16-18/2024; cost of \$1,000 (Clerk's Misc. File No. 20240097)
3. for Ronny Walker and Olivia Graves for expenses procured, in addition to travel, expenses for training, conferences, and meetings (including, but not limited to registration, lodging, per diem, airfare, and tolls) which will be used for The National Association of Women in Construction (NAWIC) representing Tulsa County. The total incurred through June 2024 will not exceed \$3000 (Clerk's Misc. File No. 20240098)

Motion made by Karen Keith, seconded by Darren Gantz, to approve the travel training requests. Upon roll call, Yes - Darren Gantz, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

J. Claims

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

K. Blanket Purchase Orders and Emergency Purchase Orders

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

L. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20240099)
Creditor: Guy Engineering; Trust #719384-J1; Item: 10,509-PJ1031 - E. 51st St. between 177th & 193rd E. Ave.; Purpose: Design/Engineering; Amt. Paid: \$2,954.12

Creditor: Program Management Group; Trust 816421-59; Item: 10,510-V2025
Program Management; Purpose: Program Administration; Amt. Paid: \$21,109.15

2. Vision Tulsa County (Clerk's Misc. File No. 20240100)
Sales Tax/Bond Funded Projects Recommended for Payment
Creditor: Guy Engineering; Fund H193E/PJ1028; Item: 31st, 41st, 51st Roundabouts on 193rd (County Line); Purpose: Design; Amt. Paid: \$4,702.91

Creditor: Meshek & Associates; Fund: H41SO/PJ1030; Item: 41st St. Improvements 137th W. Ave. to 193rd W Ave.; Purpose: ROWs; Amt. Paid: \$8,288.75

Creditor: Meshek & Associates; Fund: H91SO/PJ1033; Item: 91st So. Improvements from HWY 75 to Elwood; Purpose: ROWs; Amt. Paid: \$418.75

Creditor: ML Jones; Fund HERJR/PJ1085; Item: Ray Jordan Renovation - BOPS Basement; Purpose: Construction - Final; Amt Paid: \$8,142.40

Sales Tax Funded Projects Recommended for Payment

Creditor: Program Management Group, LLC; Fund ADMIN/PJ1001; Item: Vision Tulsa County Administration; Purpose: Administration; Amt. Paid: \$12,603.90

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

M. Board of County Commissioners - Emergency response updates and authorization for County-wide actions to aid citizens following the historic storm damage on June 18, 2023
Joe Kralicek, Director of the Tulsa Area Emergency Management Agency, (TAEMA), was not present to give an update.

- N. Executive Session - (District Attorney) - Requested by Andrew Mihelich - Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the Board and its attorney, Jay McAtee, for the purpose of confidential communications concerning a pending claim, to-wit: *Laura Escoto Gordillo - Worker's Compensation Claim*, this claim is non-represented and therefore there is no Court Number, disclosure of the details of which its attorney advises would seriously impair ability of the Board to proceed in the public interest

Motion made by Karen Keith, seconded by Darren Gantz, to go into Executive Session. Upon roll call, Yes - Darren Gantz, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 8:50 a.m.

Motion made by Karen Keith, seconded by Darren Gantz, to reconvene the regular meeting at 8:53 a.m. Upon roll call, Yes - Darren Gantz, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

O. Discussion and Possible Action Regarding Executive Session Item

Motion made by Karen Keith, seconded by Darren Gantz, to grant settlement authority to Jay McAtee up to the amount discussed in Executive Session, to-wit: *Laura Escoto Gordillo-Worker's Compensation Claim, this claim is non-represented and therefore there is no Court Number*. Upon roll call, Yes - Darren Gantz, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20240101)

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

BOARD OF COUNTY COMMISSIONERS

Stan Sallee, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk