

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on January 18, 2024 at 5:54 p.m. A notice that the 9:30 a.m. meeting would reconvene at 2:30 p.m. due to inclement weather was posted at 10:49 a.m. outside of the Tulsa County Headquarters Building, on the meeting room door and on the Tulsa County website.)

MINUTES
Monday, January 22, 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 Karen Keith and Commissioner Stan Sallee.

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

Motion made by Karen Keith, seconded by Stan Sallee, to recess until 2:30 p.m. due to inclement weather. A public notice was placed on the Tulsa County Website and posted to the room and the building. Upon roll call, Yes - Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

The Board of County Commissioners (BOCC) met at the hour of 2:30 p.m., with the following members present: Commissioner Kelly Dunkerley, Commissioner Karen Keith and Commissioner Stan Sallee. Others present: County Clerk Chief of Staff Kenneth Yates representing Michael Willis.

Motion made by Karen Keith, seconded by Kelly Dunkerley, to reconvene the meeting at 2:30 p.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Stan Sallee, Chairman, called the meeting to order at 2:30 p.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 16, 2024

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.

IV. REPORTS

A. Elected Officials:

1. Assessor - Monthly for 12/2023 (Clerk's Misc. File No. 20240103)
2. Sheriff - Annual Commissary for 2023 (Clerk's Misc. File No. 20240104)

3. Treasurer - Depository Summary of Daily Analysis for 12/2023 (Clerk's Misc. File No. 20240105)

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

V. UNFINISHED BUSINESS

A. Bid Openings - Engineers:

1. Asphalt & Emulsions

- a. APAC Central, Inc. (Clerk's Misc. File No. 20240106)
- b. Ergon Asphalt & Emulsions, Inc. (Clerk's Misc. File No. 20240107)
- c. Logan County Asphalt Co. (Clerk's Misc. File No. 20240108)
- d. Sherwood Construction Co., Inc., dba Millennial Asphalt (Clerk's Misc. File No. 20240109)
- e. Tulsa Asphalt, LLC (Clerk's Misc. File No. 20240110)
- f. Vance Brothers, Inc. (Clerk's Misc. File No. 20240111)
- g. Wright Asphalt Products Co., LLC (Clerk's Misc. File No. 20240112)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to refer the bids to Engineers and Procurement for analysis, review and recommendation on 1/29/2024. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

2. Concrete Mixes & Related Products

- a. Barnes Construction Solutions, Inc. (Clerk's Misc. File No. 20240113)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to refer the bids to Engineers and Procurement for analysis, review and recommendation on 1/29/2024. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

3. Guard Rail

- a. Action Safety Supply Co., LLC (Clerk's Misc. File No. 20240114)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to refer the bids to Engineers and Procurement for analysis, review and recommendation on 1/29/2024. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

4. HP Storm Pipe

- a. Core & Main LP (Clerk's Misc. File No. 20240115)
- b. D.P. Supply Company (Clerk's Misc. File No. 20240116)
- c. Dub Ross, LLC (Clerk's Misc. File No. 20240117)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to refer the bids to Engineers and Procurement for analysis, review and recommendation on 1/29/2024. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

5. Reinforced Concrete Pipe & Boxes

- a. FOSMF, LLC, dba Oklahoma Precast (Clerk's Misc. File No. 20240118)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to refer the bids to Engineers and Procurement for analysis, review and recommendation on 1/29/2024. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

6. Road Structure Materials & Road Salt

- a. Anchor Stone Company (Clerk's Misc. File No. 20240119)
- b. Central Salt, LLC (Clerk's Misc. File No. 20240120)

- c. Compass Minerals - declined to bid (Clerk's Misc. File No. 20240121)
- d. EnviroTech Services, Inc. (Clerk's Misc. File No. 20240122)
- e. NSG Logistics, LLC, dba Nebraska Salt & Grain (Clerk's Misc. File No. 20240123)
- f. Scotwood Industries, LLC (Clerk's Misc. File No. 20240124)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to refer the bids to Engineers and Procurement for analysis, review and recommendation on 1/29/2024. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

B. Bid Awards & Recommendations:

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

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

C. Requests 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 and 1/16/2024 agendas
- 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 and 1/16/2024 agendas

Motion made by Karen Keith, seconded by Kelly Dunkerley, to strike these agreements. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

VI. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 1/29/2024 (Clerk's Misc. File No. 20240102)

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

B. Appointments

- 1. Commissioner Karen Keith - of Commissioner Kelly Dunkerley to serve as Chairman of the TC Public Facilities Authority, (TCPFA), for the calendar year 2024 (Clerk's Misc. File No. 20240125)
- 2. Commissioner Stan Sallee - of Commissioner Karen Keith to serve as Chairman of the Tulsa County Criminal Justice Authority, (TCCJA), for the calendar year of 2024 (Clerk's Misc. File No. 20240126)

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

C. Requests for Approval

- 1. Board of County Commissioners:
 - a. of Quit-Claim Deed for sale of surplus real property to AAON, Inc., in consideration of the sum of \$480,000 (Clerk's Misc. File No. 20240127)
 - b. of authorization letter to transfer title for four Ford Electric Transit Vans purchased under the County's Community Development Block Grant - Coronavirus Relief (CDBG-CV) program to non-profit corporation Broken Arrow Neighbors, CMF #20220538 and #20221146 (Clerk's Misc. File No. 20240128)

- c. of authorization letter to transfer title for one Ford Electric Transit Van purchased under the County's Community Development Block Grant - Coronavirus Relief (CDBG-CV) program to non-profit corporation Restore Hope, CMF #2022538 and #20221146 (Clerk's Misc. File No. 20240129)

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.

2. Human Resources - of TCP 402 Parks Division Capital Inventory Policy (Clerk's Misc. File No. 20240130)
3. Inspections - of letter of interest in participation in FEMA Community Rating System (CRS), to help residents in the rural areas of Tulsa County qualify for a discount on flood insurance premiums (Clerk's Misc. File No. 20240131)
4. Parks - for approval to apply for Oklahoma Arts Council Community Arts Learning Grant, to support workshops, classes, and other community-based art learning programs serving people of all ages and abilities within Tulsa County (Clerk's Misc. File No. 20240132)
5. Tulsa Area Emergency Management Agency (TAEMA) - of the 2024 City of Tulsa/Tulsa County Emergency Operations Plan (Clerk's Misc. File No. 20240133)

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

- D. Resolution - (County Clerk Budget Division) - authorizing the transfer of \$400,000 to the Tulsa County Vision 2 Use Tax Depository account, currently in the Sales Tax Fund, for The 51st St. South Improvements from So. Lynn Lane to County Line (H51SO/PJ1031 CMF# 20240038) total amount of \$200,000 for contingency and inspections for construction and The 193rd St. Roundabout at 51st St. (H193E/PJ1028 CMF# 20240038) total amount of \$200,000 for ROW, utility relocations, construction, contingency and inspections for construction, approved 1/8/2024 (Clerk's Misc. File No. 20240134)

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.

E. Agreements

1. Board of County Commissioners - INCOG - City of Bixby, for E. Dawes Avenue Storm Sewer and ADA Sidewalk Installations, utilizing funds from the Tulsa County Community Development Block Grant Urban County (CDBG FY 2023), in the amount of \$93,040 through 6/30/2024 (Clerk's Misc. File No. 20240135)
2. Parks:
 - a. Aeromet Engineering, Inc., for use of Chandler Park Baseball Parking Lot/Pavilion for Smokeschool on 3/7/2024, and 9/5/2024, from 7:00 a.m. through 1:00 p.m.; fee of \$150 (Clerk's Misc. File No. 20240136)
 - b. Broadcast Music, Inc., for the notice regarding the Oklahoma Act in Relation to Establishing Copyright Royalty Collection Practices. This agreement describes the rate and terms of royalties required to be paid from Tulsa County to BMI for authorization to perform the music in which BMI licenses (Clerk's Misc. File No. 20240137)
 - c. California Street Tacos, LLC, for use of Chandler Park to provide concessions on 3/23/2024, from 10:00 a.m. to 2:00 p.m.; fee of \$50 (Clerk's Misc. File No. 20240138)

- d. Oklahoma Soccer Association, for use of the Haikey Creek Soccer fields for soccer practice and games from 3/1-9/1/2024, meeting Monday through Friday from 5:00 to 8:30 p.m., and Saturday and Sunday from 8:00 a.m. to 8:00 p.m.; fee of \$6,000 (Clerk's Misc. File No. 20240139)
- e. United States Professional Tennis Associations, Inc., for use of several Tulsa County Parks locations for Tennis Fitness meeting as requested by the instructor, from 1/15-12/31/2024, fee of \$20 per participant (Clerk's Misc. File No. 20240140)

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

F. Notices to Proceed - Sheriff:

1. Green County Glass, LLC, for David L. Moss Security Glass Replacement, CMF #20231901, with the scope of work as defined in the approved agreement (Clerk's Misc. File No. 20240141)
2. Scissor Tail Construction, LLC, for the David L. Moss Master Control & Operations Desk, CMF# 20232022, with the scope of work as defined in the approved agreement (Clerk's Misc. File No. 20240142)

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

G. Request to Advertise for Bids - (Tulsa County Departments) - Correctional/Institutional Supplies (Clerk's Misc. File No. 20240143)

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

H. Inventory Resolutions

1. IT - Asset Transfer to Special Project Grants - computer equipment (Clerk's Misc. File No. 20240144)
2. Sheriff - Asset Disposal: junked - computer equipment; sold - vehicle (Clerk's Misc. File No. 20240145)

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.

I. Sole Source - (Administrative Services) - Advantage Graphics, Inc., for maintenance, parts, supplies and service for the following machines: Standard Horizon Finishing Equipment, Graphics Whizard Numbering Machine, Accel Equipment, Baumfolder Equipment, Hamada Equipment, A.B. Dick and Itek Equipment, Challenge Equipment, Ryobi Printing Presses, Rosback Equipment and I-Jet envelope printers. Advantage Graphics is also the sole supplier for INX printing inks (Clerk's Misc. File No. 20240146)

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.

J. Utility Permits - Engineers:

1. James Morris, for the crossing of 5601 S. 105th W. Ave., approximately 0.12 mi. E. of the S. 107th W. Ave. and W. 56th St. S. jct. (Clerk's Misc. File No. 20240147)
2. ONE Gas, Inc., for the parallel of 11886 N. Memorial Dr., approximately 2.71 mi. S. & 2.0 E. of the Jct. US 75 & SH 20 (Clerk's Misc. File No. 20240148)

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.

K. Claims

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.

L. Payroll claims - Bi-Weekly for 12/30/2023 - 1/12/2024

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.

M. Blanket Purchase Orders and Emergency Purchase Orders

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. 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), commented that there was nothing new to report.

O. Executive Session - (District Attorney) - Requested by Andrew Higginbotham - 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 possible official action regarding a pending claim, to wit: *Tort Claim TC-2023-77, Constance Quarles*, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest

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

Executive Session commenced at 2:48 p.m.

Motion made by Karen Keith, seconded by Kelly Dunkerley, to reconvene the regular meeting at 2:54 p.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

P. Discussion and Possible Action Regarding Executive Session Item

Motion made by Kelly Dunkerley, seconded by Karen Keith, to grant settlement authority to Assistant District Attorney Andrew Higginbotham, up to the amount discussed in Executive Session, to-wit: *Tort Claim TC-2023-77, Constance Quarles*. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20240149)

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 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