

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on January 27, 2022 at 3:52 p.m.)

MINUTES
Monday, January 31, 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 Sallee and Commissioner Karen Keith. Others present: County Clerk Michael Willis.

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

II. PROCLAMATION

- A. Proclaiming February 2, 2022 as KJRH's 2Cares for the Community Day (Clerk's Misc. File No. 20220133)

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

III. 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

IV. MINUTES

- A. Board of County Commissioner's Meeting of January 24, 2022
B. Board of County Commissioner's Special Meeting of January 28, 2022

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

V. UNFINISHED BUSINESS

- A. Bid Awards & Recommendations:

1. Building Operations - Tulsa County Central Garage Roof Replacement - Deferred

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

- B. Addendum - (Highways) - #1 to Road Materials Bid, CMF #20220054 to answer vendor submitted questions (Clerk's Misc. File No. 20220134)

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

- C. Amendment

1. Highways - #1 to the award for Hydro-Mulching Services to Hydromulch Plus of Oklahoma, LLC, CMF #20210293, to renew the award for an additional one-year

period beginning 2/18/2022, with no changes to the terms (Clerk's Misc. File No. 20220135)

2. Building Operations - # 3 to the award for Lumber and Building Materials to Economy Lumber Company, Inc., CMF # 247562, and CMF # 20210525, to renew the award for an additional year beginning 4/16/2022, with no changes to the terms (Clerk's Misc. File No. 20220136)
3. Engineers - #1 to the Professional Engineering Services agreement with Marquardt Engineering, PLLC, CMF# 244624, to prepare design to relocate a waterline impacted by construction of the roadway project at 171st St. from Highway 64 to 161st E. Ave., an increase of \$6,500 for a total contract amount of \$236,420 (Clerk's Misc. File No. 20220137)

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

4. TC Departments

- a. #4 to the award for Office Supplies to Admiral Express, CMF #20200598 and CMF #20211784, to renew for an additional six-months beginning 4/7/2022, with no changes to the terms (Clerk's Misc. File No. 20220138)
- b. #14 to the award for Trash Service to American Waste Control, CMF #239077 and CMF #20211724, to remove the 30 cubic yard container at 1202 E. Pecan St., Sand Springs, OK 74063 and deliver a 20 cubic yard container. The pick-up service will be on an as-needed basis for the price of \$235 per haul (Clerk's Misc. File No. 20220139)

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

VI. ACTION ITEMS

A. Gasoline & Diesel Fuel Quotes for week ending 2/7/2022 (Clerk's Misc. File No. 20220140)

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

B. Request for Approval

1. Board of County Commissioners - Lighthouse Electric - Fire Alarm System Completion Record for Ray Jordan Administration Building, 500 S. Denver Ave., Tulsa, OK (Clerk's Misc. File No. 20220141)
2. Engineers
 - a. Meshek & Associates, LLC, for Right of Way Acquisition services related to the bridge BR218 over Snake Creek on 201st Street South between Memorial and Mingo, State Job Piece Number 30132(04) (Clerk's Misc. File No. 20220142)
 - b. Urettek USA, Inc., for Proposal Services to give repair solutions of eight (8) areas located on 121st Street east of the intersection of S. Sheridan Road and west of the bridge over Fry Ditch Creek in Bixby, OK at a cost of \$122,743.50 (Clerk's Misc. File No. 20220143)

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

3. Human Resources - TCP 1502 Establishing policies and procedures for the use of Tulsa County form 6205X, Claim for Reimbursement of Miscellaneous Business Expense by County employees (Clerk's Misc. File No. 20220144)

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

4. Parks - for Controlled burn at Chandler Park (Clerk's Misc. File No. 20220145)

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

5. Sheriff - to rescind the award to Supreme Roofing Done Right, LLC, CMF #20212271, for the David L. Moss Criminal Justice Center Roof Replacement due to an error in the amount of the Builders Risk Insurance Policy (Clerk's Misc. File No. 20220146)

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

C. Resolutions

1. Board of County Commissioners - Allowing Tulsa County Employees to serve at the Election Board on Elections Days (Clerk's Misc. File No. 20220147)

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. Drainage District #12 - To Strike Assessment from the 2021 Tax Roll
 - a. HEP Tulsa LLC (East), Parcel No. 00000-51-00-01765; Item No. 21-20-5000720-019-2; Assessed Value: \$2,476,839; Tax Amount \$27,741; Amount to Strike: \$573 (Clerk's Misc. File No. 20220148)
 - b. HollyFrontier Tulsa Refining LLC (East) - Parcel No. 00000-58-40-04151; Item No. 21-20-5002620-019-5; Assessed Value: \$22,500,824; Tax Amount: \$252,009; Amount to Strike: \$5,151 (Clerk's Misc. File No. 20220149)
 - c. HollyFrontier Tulsa Refining LLC (West) - Parcel No. 00000-57-00-04841; Item No. 21-20-5002410-019-1; Assessed Value: \$14,131,115; Tax Amount: \$158,268; Amount to Strike: \$10,021 (Clerk's Misc. File No. 20220150)

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. Agreements

1. Assessor - City of Owasso for use of the Owasso Community Center at 301 South Cedar, Owasso, OK 74055 from 1/12/2022-6/30/2022, for an information center for citizens who have questions about services provided by the Assessor's Office (Clerk's Misc. File No. 20220151)
2. Board of County Commissioners - INCOG as administrator of C-PACE Assessment Program for improvements associated with the redevelopment of the Historic Tulsa Boys Home property located at 1415 E. 8th Street, Tulsa, OK 74120, per administration agreement CMF #20212352 dated 10/25/2021, with Greenworks Lending LLC, as Capital Provider and Amenome, LLC, as property owner, in the amount of \$1,284,000 for energy efficiency, water conservation and building resiliency improvements (Clerk's Misc. File No. 20220152)
3. Human Resources - Kim Strickland for Tuition Benefit repayment (Clerk's Misc. File No. 20220153)

4. IT - True Digital Security, Inc., for incident response consulting services at a rate of \$250 per hour (Clerk's Misc. File No. 20220154)

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.

- E. Agreement Renewal - (Procurement) - ImageNet Consulting, LLC, for renewal of CMF #20210071 for Fiscal Year 2021-2022 (Clerk's Misc. File No. 20220155)

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.

- F. Requests to Advertise for Bids

1. Highways

- a. Sign and Delineator Posts, Brackets and Markers (Clerk's Misc. File No. 20220156)

- b. Tree Trimming and Removal (Clerk's Misc. File No. 20220157)

2. Sheriff - David L. Moss Criminal Justice Center Roof Replacement (Clerk's Misc. File No. 20220158)

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

- G. Inventory Resolution - (IT) - Junked; Computer equipment (Clerk's Misc. File No. 20220159)

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.

- H. Utility Permits - Engineers:

1. Oklahoma Natural Gas

- a. to cross S. 27th E. Ave. approximately 2.59/3.26 mi. S/E of the US75 & SH67 junction (Clerk's Misc. File No. 20220160)

- b. to cross N. Yale Ave. approximately 1.30/5.52 mi. S/W of the US 169 & SH 20 junction (Clerk's Misc. File No. 20220161)

2. Okmulgee County Rural Water Dist. #6 - to cross Garnett Road approximately 0.6 mi. S. of the 191st St. junction (Clerk's Misc. File No. 20220162)

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.

- I. Travel/Training - (Human Resources) - Deneice Arterburn to Foundations of Compensation online course from 3/7-30/2022; cost of \$1,395 (Clerk's Misc. File No. 20220163)

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

- J. Tulsa City-County Health Department Documents to Accept & File

1. Agreements

- a. CoxCom, LLC, for Cox Business internet services agreement for Central Regional Health Center and North Regional Health and Wellness Center, from 12/7/2022 - 6/30/2022; cost of \$3,900 (\$1,950 each location) (Clerk's Misc. File No. 20220164)

- b. KONE, Inc., for Elevator Maintenance for Central Regional Health Center, 315 S. Utica, Tulsa, OK; for FY 2021-2022; \$2,100/yr + monitoring fee (Clerk's Misc. File No. 20220165)

- c. KONE, Inc., for Elevator Maintenance for James O. Goodwin Health Center, 5051 S. 129th East Ave., Tulsa, OK, for FY 2021-2022; \$2,100/yr + monitoring fee (Clerk's Misc. File No. 20220166)
- d. Professional Research Consultants, Inc., for Data sharing agreement with THD and Saint Francis Health System for Community Health Needs Assessment, from 12/6/2021 - 6/30/2022; cost of \$6,250 (Clerk's Misc. File No. 20220167)

2. Travel/Training (Clerk's Misc. File No. 20220168)

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

K. Claims to be Disallowed (payments cancelled as of 1/24-28/2022)

There were no claims to be disallowed.

L. Claims (payments for bills to be paid by 1/18-21/2022)

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.

M. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 1/24-28/2022

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. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20220169)

Motion made by Vicki Adams, seconded by Stan Sallee, to approve the Construction Program Payment for Vision 2025. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

- O. Zoning Application Hearing and Possible Action - (Tulsa Metropolitan Area Planning Commission) - CZ 525 & related PUD-861 - Applicant: Megan Pasco, Owner: Sharp Mortgage Company, Location: South of the southeast corner of East 161st St. S. and S. Elwood Ave. The request is to rezone 80.00 ± acres from AG to RE with a PUD overlay to permit a single-family residential subdivision. On meeting date of 12/15/2021 TMAPC voted 9-0-0 to recommend that the County Commission Approve rezoning of 80 ± acres from AG to RE (Clerk's Misc. File No. 20220170)

Motion made by Stan Sallee, seconded by Vicki Adams, to enter into public hearing at 9:52 a.m. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

Jay Hoyt, representing the Tulsa Metropolitan Area Planning Commission, presented the zoning application. There were no members of the public who wished to speak.

Motion made by Stan Sallee, seconded by Vicki Adams, to close the public hearing at 9:52 a.m.. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

Motion made by Vicki Adams, seconded by Stan Sallee, to approve the application as presented. 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, 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. 20220171)

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

- R. Executive Session - (District Attorney) - Requested by Nicholas Williams on behalf of Jay McAtee. 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 *Clayton Bruce, Workers' Compensation Court No. CM-17-05017J*, 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 Stan Sallee, seconded by Vicki Adams, to go into Executive Session. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:55 a.m.

Motion made by Stan Sallee, seconded by Vicki Adams, to reconvene the regular meeting at 10:05 a.m. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried.

- S. Discussion and Possible Action Regarding Executive Session Item

Motion made by Vicki Adams, seconded by Stan Sallee, to grant settlement authority to Jay McAtee, up to the amount discussed in Executive Session, to-wit: *Clayton Bruce, Workers' Compensation Court No. CM-17-05017J*. Upon roll call, Yes - Vicki Adams, Stan Sallee, Karen Keith. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20220172)

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 Vicki Adams, seconded by Stan Sallee, 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