

(Amended Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on July 12, 2024 at 9:00 a.m.)

MINUTES
Monday, July 15, 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: Chief Deputy Michael Craddock, representing Commissioner Stan Saltee, Chief Deputy Darren Gantz, representing Commissioner Kelly Dunkerley and Commissioner Karen Keith. Others present: County Clerk Michael Willis.

Karen Keith Chairman Pro Tem, called the meeting to order at 9:30 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 July 8, 2024

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

IV. REPORTS

A. Elected Officials:

1. Assessor - Monthly Revolving Fund for 6/2024 (Clerk's Misc. File No. 20241344)
2. County Clerk:
 - a. E-911 - for 4th Quarter FY 2023-2024 (Clerk's Misc. File No. 20241345)
 - b. Monthly for 6/2024 (Clerk's Misc. File No. 20241346)
3. Court Clerk:
 - a. Monthly for 6/2024 (Clerk's Misc. File No. 20241347)
 - b. Records Management and Preservation for 6/2024 (Clerk's Misc. File No. 20241348)
4. Treasurer - Depository Summary of Daily Analysis for 6/2024 (Clerk's Misc. File No. 20241349)

B. County Department - (Election Board) - Monthly for 6/2024 (Clerk's Misc. File No. 20241350)

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

V. ACTION ITEMS

A. Resolution on Disposition of Funds/Cash Fund Estimate of Needs

1. (Clerk's Misc. File No. 20241351)
2. Appropriation and Resolution of Disposition of Funds FY 2025 (Clerk's Misc. File No. 20241352)

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

B. Appointment - (Board of County Commissioners) - Commissioner Dunkerley - of Mayor Debra Wimpee to the Tulsa County Criminal Justice Authority, effective 8/1/2024 for a one-year term expiring 7/31/2025, replacing Mayor Brian Guthrie (Clerk's Misc. File No. 20241353)

Motion made by Darren Gantz, seconded by Michael Craddock, to approve the appointment. Upon roll call, Yes - Michael Craddock, Darren Gantz, Karen Keith. No - None. Abstain - None. Motion carried.

C. Memorandums of Understanding

1. County Clerk - Crawford & Associates, P.C., for professional services to prepare financial statements for the Tulsa County Annual Comprehensive Financial Report as of, and for the year ended 6/30/2024 (Clerk's Misc. File No. 20241354)
2. Sheriff - Tulsa Technology Center, to hire a designated Law Enforcement Technical Trainer/Coordinator that will be assigned to oversee and conduct the training for the Tulsa County Sheriff's Office (Clerk's Misc. File No. 20241355)

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

D. Requests for Approval

1. Board of County Commissioners:
 - a. INCOG - Environmental Review Record for Urban County CDBG and HOME Consortium Project Activities: (Clerk's Misc. File No. 20241356)
Action #1. Designate the County's Chief Executive Officer, the Chair person, the Certifying Officer under the National Environmental Policy Act of 1969 to assume overall responsibility for the environmental review process, including signing required certifications
Action #2. Make a Finding of Exemption for the following projects:
 - FY2024 Public Services - Broken Arrow Neighbors
 - FY2024 Public Services - Broken Arrow Seniors
 - FY2024 Public Services - Child Abuse (Advocacy) Network
 - FY2024 Public Services - Broken Arrow Neighbors Senior Outreach
 - FY2024 Public Services - Caring Community Friends, Inc. Sapulpa
 - FY2024 CDBG Administration
 - FY2024 HOME Administration

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

2. Budget Division - TCIA Juvenile Justice Capital Improvement 16 Construction Fund Payment: (Clerk's Misc. File No. 20241357)
Creditor: Southern Sheet Metal Works; Fund: 505; Item: Invoice #042744; Purpose: To pay the fabrication and installation of aluminum sheets on two gates to the play yard; Amt. Paid: \$9,029

Motion made by Darren Gantz, seconded by Michael Craddock, to approve the payment. Upon roll call, Yes - Michael Craddock, Darren Gantz, Karen Keith. No - None. Abstain - None. Motion carried.

3. Engineers: to extend the offer of compensation to acquire permanent right of way of affected by the project at 86th St. N. Memorial Drive to US 75; Tulsa County #19TCO01:
 - a. to Heather Carnes and Eric Carnes, in the amount of \$4,275 for Tulsa County; Parcel: 27 to acquire permanent right of way of 0.07 acres plus damages (Clerk's Misc. File No. 20241358)
 - b. to Traci Horner, in the amount of \$20,875 for Tulsa County; Parcels: 12.0, 12.1, 12.A to acquire permanent right of way of 0.08 acres on parcel 12.0, 0.15 acres on parcel 12.1 and 0.04 acres on parcel 12.A for a total of .27 acres plus damages (Clerk's Misc. File No. 20241359)

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

4. Human Resources - Revocation of Tulsa County Policy TCP 009, Ozone Alert Day (Clerk's Misc. File No. 20241360)

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

E. Agreements

1. Board of County Commissioners - Indian Nations Council of Governments, (INCOG), for the Safe Streets and Roads for All (SS4A) implementation project improving intersections and roadways (Clerk's Misc. File No. 20241361)

Motion made by Michael Craddock, seconded by Darren Gantz, to approve and authorize execution by the Chairman Pro Tem. Upon roll call, Yes - Michael Craddock, Darren Gantz, Karen Keith. No - None. Abstain - None. Motion carried. 0

2. County Clerk - Pension Technology Group, LLC, (PTG), for access and use of PTG PensionPro Software to assist in developing, maintaining, and hosting a software system for use in connection with the processing and management of retirement system data (Clerk's Misc. File No. 20241362)
3. Court Clerk - Cox Business:
 - a. for Ethernet Service at 2929 E. Apache Street, Building B, Tulsa, Oklahoma 74110 for FY 2024-2025; cost \$715 monthly (Clerk's Misc. File No. 20241363)
 - b. for Ethernet Service at 218 W. 6th Street, Suite 430, Tulsa, Oklahoma 74119 for FY 2024-2025; cost \$715 monthly (Clerk's Misc. File No. 20241364)
4. District Attorney:
 - a. Cox Business:
 - 1) for Television Services at 500 S. Denver Ave., Suite 900, Tulsa, Oklahoma 74103 for FY 2024-2025; cost \$129.47 monthly (Clerk's Misc. File No. 20241365)

- 2) for Internet Services at 500 S. Denver Ave., Tulsa, Oklahoma 74103 for FY 2024-2025; cost \$68.99 monthly (Clerk's Misc. File No. 20241382)
- b. ImageNet Consulting, LLC, for the lease and servicing of office equipment located at 500 S. Denver Ave., Tulsa, Oklahoma 74103 for FY 2024-2025; cost \$1,057.75 monthly (Clerk's Misc. File No. 20241366)
5. Sheriff - Tulsa Public Schools, for educational services to qualified residential students placed at David L. Moss Criminal Justice Center for FY 2024-2025 (Clerk's Misc. File No. 20241367)

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

F. Agreement Renewals

1. Administrative Services - Formax, for renewal of CMF #20231280 for FY 2024-2025 (Clerk's Misc. File No. 20241368)
2. County Clerk - Civic Plus, for renewal of CMF #20230975 for FY 2024-2025 (Clerk's Misc. File No. 20241369)
3. District Attorney - DA West, A Thomson Reuters Business, for renewal of CMF #20231238 for FY 2024-2025 (Clerk's Misc. File No. 20241370)
4. OSU Extension - MCJ Services, LLC, for renewal of CMF #20230759 for FY 2024-2025 (Clerk's Misc. File No. 20241371)

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

G. Inventory Resolutions

1. IT - Asset transfer to Parks - computer equipment (Clerk's Misc. File No. 20241372)
2. Highway Construction - Request to surplus: Tommy Lift-Gate mounted on unit 4558 (Clerk's Misc. File No. 20241373)

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

- H. Sole Source - (Sheriff) - Miller Mendel, Inc., for eSOPH (“electronic Statement of Personal History”) is a Software as a Service (“SaaS”) application specifically designed for processing public safety background investigations for maintenance, technical support, and updates of the eSOPH system (Clerk's Misc. File No. 20241374)

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

I. Utility Permits - Engineers:

1. Flock Group Inc., dba Flock Safety, to install an ALPR camera to parallel N. Cincinnati Ave., approximately 0.01 miles N. of the N. Cincinnati Ave. and E. 76th St. N. junction (Clerk's Misc. File No. 20241375)
2. Light Source Communications, for the cross and parallel of E. 56th St. N., approximately 0.01 mi. E. of the E. 56th St. N. and N. Osage Dr. junction (Clerk's Misc. File No. 20241376)
3. ONE Gas, Inc., for the crossing of S. 3rd W. Ave., approximately 1.42 mi. S. and 1.06 mi. E. of the US 75 and SH 67 junction (Clerk's Misc. File No. 20241377)

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

J. Travel/Training - (OSU Extension) - Hannah Hough:

1. to Beef Quality Assurance Train the Trainer in Stillwater, OK on 8/5-7/2024; cost \$450 (Clerk's Misc. File No. 20241378)
2. to Women in Ag State Conference in Edmond, OK on 8/1/2024; cost \$200 (Clerk's Misc. File No. 20241379)

Motion made by Darren Gantz, seconded by Michael Craddock, to approve the travel/raining. Upon roll call, Yes - Michael Craddock, Darren Gantz, Karen Keith. No - None. Abstain - None. Motion carried.

K. Claims

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

L. Blanket Purchase Orders and Emergency Purchase Orders

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

M. 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 (Clerk's Misc. File No. 20241380)

Motion made by Michael Craddock, seconded by Darren Gantz, to approve the appropriations. Upon roll call, Yes - Michael Craddock, Darren Gantz, Karen Keith. No - None. Abstain - None. Motion carried.

N. Consideration and Approval of Construction Program Payments

1. Vision Tulsa County (Clerk's Misc. File No. 20241381)

a. **Sales Tax/Bond Funded Projects Recommended for Payment:**

Creditor: Meshek & Assoc., LLC; Fund HW86N/PJ1047; Item: 86th St. N. Memorial to HWY 75 Improvements; Purpose: ROWs; Amt. Paid: \$3,353.75

Creditor: Meshek & Assoc., LLC; Fund: H41SO/PJ1030; Item: 41st St. Improvements 137th W. Ave. to 193rd W. Ave.; Purpose: ROWs; Amt. Paid: \$463.75

Creditor: Meshek & Assoc., LLC; Fund: H91SO/PJ1033; Item: 91st St. Improvements HWY 75 to Elwood Ave.; Purpose: ROWs; Amt. Paid: \$337.50

Creditor: On Call Services & Rentals; Fund H171S/PJ1027; Item: 171st St. S. Improvements US Hwy 64 to 161st E. Ave.; Purpose: Construction; Amt. Paid: \$74.27

Creditor: Guy Engineering; Fund H193E/PJ1028; Item: 31st, 41st, 51st Roundabouts on 193rd (County Line); Purpose: Design; Amt. Paid: \$5,855.53

Creditor: Sidewinder Utility Locators LLC; Fund H193E/PJ1028; Item: 31st, 41st, 51st Roundabouts on 193rd (County Line); Purpose: Design; Amt. Paid: \$2,136

Sales Tax Funded Projects Recommended for Payment:

Creditor: Meshek & Assoc., LLC; Fund HLV13/PJ1083; Item: Jenks/Hager Creek Levee & Road Improvements; Purpose: Design; Amt. Paid: \$445

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

O. Executive Sessions - (District Attorney) - Requested by Mike Shouse:

1. 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 investigation into real property located near the above-referenced address, 15813 N. 113 E. Ave., Collinsville, OK, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest
2. 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 the above-referenced case, to wit: *BOCC v. Lukasik, Case No. CV-2023-2089, Tulsa County District Court*, 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 Michael Craddock, seconded by Darren Gantz, to go into Executive Session. Upon roll call, Yes - Michael Craddock, Darren Gantz, Karen Keith. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:40 a.m.

Motion made by Michael Craddock, seconded by Darren Gantz, to reconvene the regular meeting at 9:48 a.m. Upon roll call, Yes - Michael Craddock, Darren Gantz, Karen Keith. No - None. Abstain - None. Motion carried.

P. Discussion and Possible Action Regarding Executive Session Items

Executive Session 1 - Motion made by Chief Deputy Craddock, seconded by Chief Deputy Gantz, to authorize the District Attorney to file suit to abate the nuisance on property in Horse Bend Creek, 15813 N. 113th E. Ave., Collinsville, OK (Clerk's Misc. File No. 20241383)

Executive Session 2 - Motion made by Chief Deputy Craddock, seconded by Chief Deputy Gantz, to authorize the District Attorney to foreclose the County's judgment on the property because Mr. Lukasik told us he cannot get his mother's signature on the deed. to wit: *BOCC v. Lukasik, Case No. CV-2023-2089, Tulsa County District Court* (Clerk's Misc. File No. 20241384)

VI. 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.

VII. ADJOURN

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

BOARD OF COUNTY COMMISSIONERS

Stan Sallee, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk