

(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 26, 2024 at 9:27 a.m.)

MINUTES
Monday, July 29, 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 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 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 Management Conference Minutes of June 13, 2024
- B. Board of County Commissioner's Special Meeting of July 19, 2024
- C. Board of County Commissioner's Meeting of July 22, 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. County Departments - (Law Library) - Receipts, Disbursements and Remittance to State Judicial Fund from 7/1/ 2023 to 6/30/2024; and the 2024 Inventory (Clerk's Misc. File No. 20241426)

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

V. UNFINISHED BUSINESS

A. Amendments

- 1. Administrative Services - #9 to the award to Admiral Express for Office Supplies, CMF #20200598, the most recent renewal, CMF #20240267, to exercise the option to renew for an additional six months beginning 10/7/2024, with no changes to the terms (Clerk's Misc. File No. 20241427)
- 2. Building Operations - #4 to the award to American Waste Control for Trash Service, CMF #20221732, the most recent renewal, CMF #20231392, to exercise the option to renew for an additional one-year beginning 9/21/24, with no changes to the terms (Clerk's Misc. File No. 20241428)

3. IT - #2 to the award to DCI Communications and Lighthouse Electric for Data Communication Cable and Installation, CMF #20221658, the most recent renewal, CMF #20231431, to renew the award with DCI Communications for another year beginning 9/11/2024, and to rescind the award to Lighthouse Electric, as they are unable to adhere to the original pricing for an additional year (Clerk's Misc. File No. 20241429)
4. Treasurer - #18 to the award to Automated Mail Services, CMF #215774, most recent renewal CMF #20231437, for Production and Mailing of Data Forms and Envelopes for an additional one-year beginning 9/13/2024, with no changes to the terms (Clerk's Misc. File No. 20241430)

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.

VI. ACTION ITEMS

- A. Grant Application - Board of County Commissioners, Oklahoma Attorney General Oklahoma Opioid Abatement (Clerk's Misc. File No. 20241431)

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.

- B. Memorandum of Understanding - (Board of County Commissioners) - City of Tulsa, Oklahoma, for the joint consideration of a major amendment to the Tulsa International Airport Economic Development Project Plan pursuant to the provisions of the Local Development Act (Clerk's Misc. File No. 20241432)

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.

- C. Requests for Approval

1. Budget Division - Tulsa County Agency Fund Recommended for Payment (Clerk's Misc. File No. 20241433)
Creditor: Crawford & Associates, Inc.; Fund: 500; Item: 18723; Purpose: for preparation of annual financial statements for FY 2024 for TCIA; Amount Paid: \$1,640

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

2. Human Resources:

- a. of BOCC General Salary Increase of 5%, effective 8/21/2024 (Clerk's Misc. File No. 20241434)
- b. of the General Compensation Grade and Information Technology changes effective 8/21/2024 (Clerk's Misc. File No. 20241435)

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

- D. Sign Contractor's Bond - Inspections:

1. Byers Outdoor Advertising, LLC, as principal and RLI Insurance Company as Surety, in the amount of \$10,000 for the period 6/5/2024 to 6/5/2025 (Clerk's Misc. File No. 20241436)
2. Whistler Sign Company, LLC, as principal and West American Insurance Company of the State of Indiana as Surety, in the amount of \$10,000 for period 6/30/2024 to 6/30/2025 (Clerk's Misc. File No. 20241437)

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. Resolutions

1. Board of County Commissioners:
 - a. Authorizing Michael Cradock to sign on behalf of the Board of County Commissioners at the designated closing of property involved in the Voluntary Flood Acquisition Program, located at 601 W. 27th Street, Sand Springs, OK (Clerk's Misc. File No. 20241438)
 - b. Declaring the Intent to Consider Approval of a Major Amendment to the Tulsa International Airport Economic Development Project Plan Under the Local Development Act; Directing Preparation of a Major Amendment to the Project Plan; Approving a Memorandum of Understanding Between The County and the City Of Tulsa; Appointing a Review Committee; Directing the Review Committee to Make Findings as to Eligibility and Financial Impact, If Any, on Taxing Jurisdictions and Business Activities Within the Proposed Districts; Directing the Review Committee to Make a Recommendation with Respect to the Proposed Major Amendment to the Project Plan (Clerk's Misc. File No. 20241439)
 - c. Tulsa County Industrial Authority:
 - 1) Consider and take action to adopt, amend, or reject a resolution relating to the incurring of indebtedness by the Trustees of the Tulsa County Industrial Authority; approving a Projects Agreement, and other documents as may be necessary or required (Clerk's Misc. File No. 20241440)
 - 2) Consider and Approve an Amended and Restated Resolution Levying and Imposing a Use Tax in Tulsa County on the Storage, Use or Other Consumption of Tangible Personal Property Used, Stored or Consumed within Tulsa County (Clerk's Misc. File No. 20241441)

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.

2. Engineers - authorizing the filing of the Magnolia Ridge Phase III plat. This plat meets all the requirements for filing of plats under Title 19 O.S., Section 288.1 of the Oklahoma Statutes (Clerk's Misc. File No. 20241442)

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.

F. Agreements

1. Assessor - CoStar Realty Information, Inc., for CoStar Suite licenses for fifteen users to support evaluations of commercial properties, to be purchased through State Contract #SW1041SH. The term of this agreement shall begin upon approval and continue for one-year (Clerk's Misc. File No. 20241443)
2. Board of County Commissioners:
 - a. City of Sapulpa, for the Tulsa County Community Development Block Grant Urban County Program (CDBG), providing \$130,547.00 in federal funds to make improvements to South Hickory Street from West Dewey to West Garfield Avenue. This agreement is effective 7/1/2024 to 6/30/2025, with the option to extend by mutual agreement of both parties (Clerk's Misc. File No. 20241444)
 - b. Food on the Move, Inc., ARPA Beneficiary, to fund the construction of a facility in a qualified census tract to address food insecurity in the amount of

\$1,000,000, CMF #20230013, additional funding of \$500,000, CMF #20241380, bringing the total-not-to exceed amount to \$1,500,000 (Clerk's Misc. File No. 20241445)

- c. SquareOne Medical Center, ARPA Beneficiary, to fund improvements to a medical facility that serves residents in a qualified census tract, in the amount of \$185,000, CMF #20222093, with additional funding in the amount of \$215,000, CMF #20241380, bringing the total not-to-exceed amount to \$400,000 (Clerk's Misc. File No. 20241446)
3. County Clerk - Apprentice Information Systems of OK, Inc., for web design management and maintenance through 6/30/2025, cost \$17,900 (Clerk's Misc. File No. 20241447)
4. District Attorney - JD Young, Think Healthy Systems, for the rental and service of six PW1R water filtration systems through 6/30/2025, cost \$281.70/monthly (Clerk's Misc. File No. 20241448)
5. Parks:
 - a. Blondie's Shaved Ice, to provide concessions at Chandler Park from 8/1/2024 through 9/1/2024, fee \$100 (Clerk's Misc. File No. 20241450)
 - b. Henaco Enterprises, Inc., to provide concessions at Haikey Creek Park and Chandler Park from 8/1-31/2024; fee \$200 (Clerk's Misc. File No. 20241451)
6. Social Services - Tulsa Area United Way, for use of the 211 of Eastern Oklahoma (211EOK) program to help connect the citizens of Tulsa County with disaster preparedness, response, and recovery resources during disasters and health emergencies through 6/30/2025; cost \$25,000 (Clerk's Misc. File No. 20241452)
7. IT - Cox Business, for Cox Fiber Internet Services for the Tulsa County Election Board, located at 11811 East 51st Street, Tulsa, Oklahoma, 74146 through 6/30/2025, cost \$120/monthly plus a one-time charge of \$200 for initial installation (Clerk's Misc. File No. 20241449)

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.

- G. Agreement Renewal - (District Attorney) - ImageNet Consulting, LLC, for renewal of CMF #20231237 for FY 2024-2025 (Clerk's Misc. File No. 20241453)

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.

H. Inventory Resolutions

1. Administrative Services - Asset disposal: junked - miscellaneous equipment and machines (Clerk's Misc. File No. 20241454)
2. Assessor - Asset disposal: junked - Hilti Laser Range Meter (Clerk's Misc. File No. 20241455)
3. District Attorney - Asset disposal: junked - cameras and projectors (Clerk's Misc. File No. 20241456)
4. Engineers - Asset Transfer to Jail County Contribution - Lounge Chairs (Clerk's Misc. File No. 20241457)
5. Treasurer - Asset disposal: junked - Lexmark printers (Clerk's Misc. File No. 20241458)

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.

- I. Utility Permit - (Engineers) - Flock Safety, to install an ALPR camera to parallel Charles Page Blvd., approximately 0.01 miles W. of the Charles Page Blvd. and S. 74th W. Ave. junction (Clerk's Misc. File No. 20241459)

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.

J. Travel/Training

1. Administrative Services - Matthew Spassov to 12-week online course for High Performance Leadership through the National Association of Counties (NACo), from 8/5 through 11/8/2024; cost \$1,500 (Clerk's Misc. File No. 20241460)
2. Human Resources
 - a. Cheryl King:
 - 1) for mileage reimbursement for FY 2024-2025, for up to \$600 for in-county mileage and \$400 for out-of-county mileage as she responds to workers, compensation injuries, accidents, court hearings and various meetings (Clerk's Misc. File No. 20241461)
 - 2) to the Oklahoma Workers' Comp Education Association Conference, 10/10-11/2024 in Afton, OK; cost \$130 (Clerk's Misc. File No. 20241462)
 - 3) to the Oklahoma Workers' Comp Commission Conference in Stillwater, OK on 10/24-25/2024; cost \$892.50 (Clerk's Misc. File No. 20241463)
 - b. Kathy Burrows - to 12-week online course for High Performance Leadership through the National Association of Counties (NACo), from 8/5 through 11/8/2024; cost \$1,500 (Clerk's Misc. File No. 20241464)

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

K. 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 Sallee. No - None. Abstain - None. Motion carried.

L. Payroll claims: Monthly for 7/2024

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.

M. Blanket Purchase Orders and Emergency Purchase Orders

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 Sallee. No - None. Abstain - None. Motion carried.

N. Consideration and Approval of Construction Program Payments

1. Vision Tulsa County (Clerk's Misc. File No. 20241465)
Sales Tax/Bond Funded Projects Recommended for Payment
Creditor: Barnes Construction Solutions, Inc.; Fund H171S/PJ1027; Item: 171st St. Highway 64 to 161st E. Ave.; Purpose: Materials; Amt. Paid \$7,393.75

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.

- O. Executive Session - (District Attorney) - Requested by Andrew Mihelich - On behalf of Jay McAtee, and 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: *Adam Clayton McHenry, Worker's Compensation Commission file CM3-2023-01651N* (represented claim), 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 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 9:46 a.m.

Motion made by Karen Keith, seconded by Darren Gantz, to reconvene the regular meeting at 9:51 a.m. Upon roll call, Yes - Darren Gantz, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

P. 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: *Adam Clayton McHenry, Worker's Compensation Commission file CM3-2023-01651N* (represented claim). Upon roll call, Yes - Darren Gantz, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20241466)

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.

Requested by Douglas Wilson, this came up at the close of business on Friday, July 26, 2024 during a phone call from Jeffrey Cartmell. Agree to enter into contracts with other juvenile detention facilities throughout the State of Oklahoma to receive residents from our juvenile detention facility when our facility is over capacity or as may be necessary to prevent our facility from being over capacity, and to grant authority to the Chairman of the Board of County Commissioners to sign such contracts on behalf of the Board of County Commissioners of the County of Tulsa. Motion made by Karen Keith, seconded by Darren Gantz, to approve and authorize execution of these contracts by the Chairman. Upon roll call, Yes - Darren Gantz, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20241467)

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