

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on May 4, 2023 at 3:10 p.m.)

MINUTES
Monday, May 8, 2023

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, Commissioner Stan Sallee and Commissioner Kelly Dunkerley. Others present: County Clerk Michael Willis.

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

II. PROCLAMATION

- A. Proclaiming May 7-13, 2023 Oklahoma Home and Community Education Week in Tulsa County (Clerk's Misc. File No. 20230680)

Commissioner Dunkerley presented the Proclamation

III. MINUTES

- A. Board of County Commissioner's Meeting of May 1, 2023

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

IV. UNFINISHED BUSINESS

- A. Bid Awards & Recommendations - Request for Qualifications:

1. Parks - Architect & Engineering Services for O'Brien Park Improvements
2. TC Departments - Roof Consulting Services

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

- B. Amendment

1. Human Resources - HR 7/1/2023 (Clerk's Misc. File No. 20230681)

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

2. TC Departments - #8 to the award for Janitorial Services with Final Touch Cleaning, CMF #237866, the most recent renewal CMF #20220528, to exercise the option to renew the award for an additional one-year period beginning 7/1/2023, with no changes to the terms of this bid (Clerk's Misc. File No. 20230682)

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

V. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 5/15/2023 (Clerk's Misc. File No. 20230679)

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

B. Requests for Approval

1. Human Resources:

- a. Bankers Fidelity Life Insurance Company, dba Atlantic American, for Life Insurance Coverage for all benefit eligible employees for FY 2023-2024 (Clerk's Misc. File No. 20230683)
- b. CommunityCare Life & Health Insurance Company, for HMO Large Employer Group Coverage effective 7/1/2023 (Clerk's Misc. File No. 20230684)

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

2. INCOG - Urban County CDBG Project Activity:

Action #1: Designate the County's Chief Executive Officer, the Chairperson, the certifying officer under the National Environmental Policy Act of 1969 to assume overall responsibility for the environmental review, including signing required certifications

Action #2: Make a Finding of No Significant Impact on the Environment for the following project: City of Broken Arrow FY22 Old Town Water Line Replacement Project (Clerk's Misc. File No. 20230685)

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

3. Social Services - to close the George Prothro, MD Pharmacy on 5/23 and 5/24, to conduct the annual inventory (Clerk's Misc. File No. 20230686)

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

C. Agreements

1. Board of County Commissioners:

- a. Twenty20 Management, Inc., to serve as the Program Manager for the Tulsa County Courthouse Usage and Feasibility Study, analysis of current and future usage needs, population growth, options and recommendations (Clerk's Misc. File No. 20230687)
- b. Veterans of Foreign Wars of the United States Department of Oklahoma Post 577, ARPA Beneficiary, in the amount of \$113,332.50, CMF #20230317, to provide funding for HVAC replacement for a nonprofit operating in a qualified census tract (Clerk's Misc. File No. 20230688)

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

2. District Attorney - Tulsa Historical Society and Museum to provide one hard copy print of Tulsa, Oklahoma for decorative office wall hanging at no fee (Clerk's Misc. File No. 20230689)
3. Juvenile Bureau - Praetoria Group, LLC, to provide security services for juveniles attending classes at Phoenix Rising Alternative School for a total of \$957.19 per officer for thirty-seven scheduled weekly hours until the conclusion of the school year, approximately 5/25/2023 (Clerk's Misc. File No. 20230690)
4. Sheriff - Ford Motor Company, to enroll thirty-four law enforcement vehicles into complimentary Telematics services for two years from warranty start date (Clerk's Misc. File No. 20230691)

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

D. Agreement Renewals

1. Engineers - City of Tulsa, for renewal of CMF #20220756 for FY 2023-2024 (Clerk's Misc. File No. 20230692)
2. Human Resources - McAtee and Cassody, PLLC, for renewal of CMF #20220660 for FY 2023-2024 (Clerk's Misc. File No. 20230693)
3. Highway District #1 - Froman Propane Company, Inc., for renewal of CMF #20221252 for FY 2023-2024 (Clerk's Misc. File No. 20230694)
4. Sheriff - Summit Food Services, LLC, for renewal of CMF #20230035 for FY 2023-2024 (Clerk's Misc. File No. 20230695)

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

E. Inventory Resolutions

1. Assessor:
 - a. Request to surplus - office furniture and vehicle (Clerk's Misc. File No. 20230696)
 - b. Asset Transfer to IT - Computer equipment (Clerk's Misc. File No. 20230697)

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

2. Building Operations - Asset Disposal - sold: vehicles (Clerk's Misc. File No. 20230698)
3. Sheriff - Asset Disposal - junked: computers; sold: light bars (Clerk's Misc. File No. 20230699)

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

F. Sole Sources

1. Building Operations - Fluke Corporation, dba eMaint Enterprises, LLC, for its SaaS based Computerized Maintenance Management Software (CMMS) used by Tulsa County Building Operations and Fleet Maintenance (Clerk's Misc. File No. 20230700)
2. Highways - Kirby-Smith Machinery, Inc., for sales, parts, and service for all Wirtgen, Dresser, Galion, Hamm, Komatsu, Lee Boy, Rosco and all Gradall Products (Clerk's Misc. File No. 20230701)

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

G. Utility Permits - Engineers:

1. Cox Communications:
 - a. to cross and parallel E. 106th St. N. approximately 0.06 miles W. of the E. 106th St. N. and N. Sheridan Rd. junction (Clerk's Misc. File No. 20230702)
 - b. for the paralleling of S. 2nd St. approximately at the Hwy 20 and S. 2nd St. junction (Clerk's Misc. File No. 20230703)
2. Oklahoma Natural Gas:
 - a. for the crossing of N. Sheridan Rd. approximately 3.68 miles S. & 1 mile E. of the US Hwy 75 & ST Hwy 20 junction (Clerk's Misc. File No. 20230704)

- b. for the crossing of 767 E.171st St. approximately 1.97 miles S. & 1.79 miles E. of the US Hwy 75 & ST Hwy 67 junction (Clerk's Misc. File No. 20230705)

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

H. Travel/Training

1. Board of County Commissioners:

- a. Chief Deputy Mike Craddock, for expenses incurred, with travel, training, conferences, and meetings (including, but not limited to, registration, lodging, per diem, airfare, mileage, and tolls) which are required for County business. The total incurred for FY 2023-2024 will not exceed \$3,000 (Clerk's Misc. File No. 20230706)
- b. Terry Simonson, to attend the 2023 NACo Annual Conference and Exposition in Austin, Texas, on 7/21-24/2023; cost \$2,318 (Clerk's Misc. File No. 20230707)

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

2. OSU Extension - Brittany Woods:

- a. to Advanced Cow Calf Bootcamp in Stillwater, OK on 5/22-24/2023; cost \$137 (Clerk's Misc. File No. 20230708)
- b. to Cattle Women Bootcamp in Kellyville, OK, from 6/5-7/2023; cost \$140 (Clerk's Misc. File No. 20230709)
- c. to New Educator Training in Stillwater, OK on 5/16-17/2023; cost \$117 (Clerk's Misc. File No. 20230710)

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

I. Claims (payments for bills to be paid from 4/24-28/2023)

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

J. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 5/1-5/2023

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

K. Consideration and Approval of Construction Program Payments

1. Vision Tulsa County (Clerk's Misc. File No. 20230711)

Sales Tax/Bond Funded Projects Recommended for Payment

Creditor: The Home Depot; **Fund:** PCP02/PJ1066; **Item:** Chandler Park Project Area B; **Purpose:** Materials; **Amt. Paid:** \$126.88

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

L. 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. 20230712)

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

VI. ANNOUNCEMENTS

County Events and Status Updates for Comment and Discussion from: Administrative Services, Building Operations, Court Services, Director of Governmental Affairs, 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, 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.

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 Stan Sallee, to adjourn the meeting. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS

Kelly Dunkerley, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk