

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on October 13, 2022 at 3:18 p.m.)

MINUTES
Monday, October 17, 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: Chief Deputy Darren Gantz, representing Commissioner Kelly Dunkerley, Chief Deputy Michael Craddock, representing Commissioner Stan Sallee and Commissioner Karen Keith. Others present: County Clerk Second Deputy Traci Scullaw, representing County Clerk Michael Willis.

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

II. MINUTES

A. Board of County Commissioner's Meeting of October 10, 2022

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

III. REPORTS

A. Elected Officials:

1. Assessor - Monthly for 9/2022 (Clerk's Misc. File No. 20221865)
2. Court Clerk:
 - a. Monthly for 9/2022 (Clerk's Misc. File No. 20221866)
 - b. Monthly Records Management and Preservation for 9/2022 (Clerk's Misc. File No. 20221867)

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

IV. UNFINISHED BUSINESS

A. Amendments - Sheriff

1. #1 to agreement with Lilly Architect PLLC, for the Sheriff's Office Buildout, (CMF #2022099), to add design, construction documents and construction administration of a new pre-engineered steel frame building to be used as a training facility, making compensation adjustment for Basic Service a fixed fee in the amount \$43,000, and Civil Engineering Services shall be hourly not to exceed \$6,500 (Clerk's Misc. File No. 20221868)
2. #1 to the agreement with Twenty20 Management, Inc., for Twenty20 Management, Inc., to administer and represent as Program Management in the design, construction, completion and warranty of multiple new buildings, CMF# 20212085, to add the construction of a new training building, a representative fee not to exceed \$855,000 and total compensation to be paid not to exceed \$36,765 (Clerk's Misc. File No. 20221869)

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

- B. Change Order - (Sheriff) - #1 to the agreement with Thompson Construction for the Build-Out of Sheriff's Office Administration Building, CMF# 20221069, for an increase in beam size needed, increasing the contract sum in the amount of \$529, which is within the allowable amount for change orders for this project as per Okla. Stat. Title 61. The revised total contract sum is \$7,505,317 (Clerk's Misc. File No. 20221870)

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

C. Resolutions - Board of County Commissioners:

1. Declaring a Tulsa County Burn Ban, for a period not to exceed seven days. If extreme fire danger conditions persist, subsequent resolutions may be considered for passage, previously approved on 8/15, 8/22, 8/29, 9/6, 9/12, 9/19, 9/26, 10/3 and 10/10/2022, CMF #20221588, #20221628, #20221661, #20221696, #20221735, #20221758, #20221782, #20221815 and #20221839 (Clerk's Misc. File No. 20221871)

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

2. Authorizing Tulsa County Drainage District No. 12 to use the public ways identified and dedicated to the public in the Vern Heights, Bruner and Partridge Subdivision plats to construct, maintain, repair, operate, patrol, and replace a flood protection levee, including all appurtenances thereto, and including the right of ingress and egress; and authorizing the chairman of the board of county commissioners to execute and approve all documents necessary to effectuate the terms of this resolution, including flood protection levee easements - deferred from 10/10/2022 (Clerk's Misc. File No. 20221872)

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

D. Agreements - deferred from 10/10/2022

1. Juvenile Bureau - Praetoria Group LLC, for security services at the Juvenile Justice Center (Clerk's Misc. File No. 20221873)
2. Sheriff - Red Earth Environmental, Inc., for medical waste disposal services (Clerk's Misc. File No. 20221874)

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

V. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 10/22/2022 (Clerk's Misc. File No. 20221864)

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

- B. Resolution on Disposition of Funds/Cash Fund Estimate of Needs (Clerk's Misc. File No. 20221875)

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

- C. Appointment - (Commissioner Dunkerley) - of Darren Gantz to the Tulsa County Education Review Board, replacing Vicki Adams for the remainder of her term expiring 12/31/2026 (Clerk's Misc. File No. 20221876)

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

D. Requests for Approval

1. Board of County Commissioners - Procurement Policy for Community Development Block Grant (CBDG) CV2 Program (Clerk's Misc. File No. 20221877)
2. Engineers - Oklahoma Department of Transportation:
 - a. for reimbursement of titles for 9 parcels required for the 51st Street South from 161st to 177th E. Ave. road project, State Project No. JP 30885(05), assigned to Meshek & Associates, LLC, in the amount of \$1,281 (Clerk's Misc. File No. 20221878)
 - b. for reimbursement of right-of-way survey/staking for 18 parcels required for the 101st Street South from Memorial to Garnett road project, State Project No. JP 29345(04), assigned to Meshek & Associates, LLC, in the amount of \$14,400 (Clerk's Misc. File No. 20221879)
3. Inspections - to supplement the Fee Schedule for building, electrical and trade permits and inspections, to no longer charge these fees for property owned by Tulsa County, the Tulsa County Industrial Authority, the Tulsa County Public Facilities Authority or the Tulsa County Criminal Justice Authority (Clerk's Misc. File No. 20221880)
4. Sheriff - of Rescission of Bid award for TCSO Sanitary Sewer to Ellsworth Construction, LLC, in the amount of \$76,355, CMF #20221811 on 10/3/2022 (Clerk's Misc. File No. 20221881)

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

E. Resolutions

1. Board of County Commissioners:
 - a. Designating Darren Gantz as Requesting Officer to replace Vicki Adams for multiple County departments (Clerk's Misc. File No. 20221882)
 - b. Designating James Rea as Requesting Officer to replace Keri Fothergill for multiple County departments (Clerk's Misc. File No. 20221883)

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

2. Sheriff:
 - a. Designating Jennifer Glad as additional Receiving Officer (Clerk's Misc. File No. 20221884)
 - b. Designating Natalie Scott as additional Requisitioning Officer (Clerk's Misc. File No. 20221885)

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

F. Agreements

1. Assessor - Greater Tulsa Home & Garden Show for booth space at the home and garden show from 3/9-12/2023; cost of \$1,925 (Clerk's Misc. File No. 20221886)
2. Board of County Commissioners - Tulsa Area United Way, as a beneficiary of ARPA Funds (\$261,250) under Expenditure Category 3.4: Effective Service Delivery

Motion made by Darren Gantz, seconded by Michael Craddock, to defer this agreement. Upon roll call, Yes- Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

3. Parks - Huntington's Disease Society of America, for Huntington's Walk at LaFortune Park and use of the SE Shelter on 10//22/2022 from 7:00 a.m. to 1:00 p.m.; fee of \$225 (Clerk's Misc. File No. 20221887)
4. Sheriff:
 - a. NEOGOV, for digital management software, totaling \$23,061.88 per year through 7/30/2023 (Clerk's Misc. File No. 20221888)
 - b. Oklahoma Highway Safety Office, for \$154,000 grant to fund increased man hours to permit the Tulsa County Sheriff's Office to continue enforcement efforts targeting specific violations that cause or contribute to fatality and serious injury crashes on Tulsa County roadways (Clerk's Misc. File No. 20221889)

Motion made by Michael Craddock, seconded by Darren Gantz, to approve items 1, 3 and 4 and authorize execution by the Chairman. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

G. Agreement Renewals

1. Board of County Commissioners - INCOG - Rural Economic Action Plan Funds for Transportation, for Industrial Park Road Improvements, CMF #20220781, extended to 9/30/2023 (Clerk's Misc. File No. 20221890)
2. Building Operations - Garratt Callahan, for renewal of CMF #20212652 for FY 2022-2023 (Clerk's Misc. File No. 20221891)

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

H. Request to Advertise for Bids - (Sheriff) - Uniforms and Accessories (Clerk's Misc. File No. 20221892)

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

I. Inventory Resolutions

1. Election Board - junked; AED (Clerk's Misc. File No. 20221893)
2. Engineers - (Highway Construction) - junked; Water fountain & Air Compressor (Clerk's Misc. File No. 20221894)
3. Sheriff - junked; Speed Queen (Clerk's Misc. File No. 20221895)

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

J. Sole Sources - Sheriff

1. Broncho Company, dba Electric Power Door, for doors, hardware and service for the hydraulic folding doors used at the David L. Moss facility (Clerk's Misc. File No. 20221896)
2. R.R. Brink Locking Systems, Inc., for all Brink locks and parts, which includes all Medeco parts for the locks on hollow metal door frames at DLM (Clerk's Misc. File No. 20221897)

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

K. Travel/Training

1. Court Services - Chris King, Administrative Officer, to the FBI-LEEDA training in Broken Arrow, OK, on 1/23-27/2023; cost of \$795 (Clerk's Misc. File No. 20221898)
2. OSU Extension:
 - a. Debbie Owens - to Admin. Conference in Stillwater, OK on 10/25-27/2022; cost of \$400 (Clerk's Misc. File No. 20221899)
 - b. Kitty Gies - to Admin. Conference in Stillwater, OK on 10/24-27/2022; cost of \$400 (Clerk's Misc. File No. 20221900)
3. Parks:
 - a. Employees Kim Watson, Yahola Tiger, Vince Trinidad, Lamar Guillory, Mariah Alexander, Celia Wetherill, Amber Watkin, Kimberly Light, Chad Call, Brooklyn Rumfalo and Breanna King to attend the Oklahoma Recreation & Parks Society (ORPS) Conference and Training on 11/2-4/2022 at Stoney Creek Hotel and Conference Center, Broken Arrow, OK; cost of \$4,125 (Clerk's Misc. File No. 20221901)
 - b. Employees Scott Schurman; Lance Parker; Peter Gravley; Brad Remke; Brian Pitts; Clint Rymel; Donnie Allgood; Michael Liebe and Nathan Groat to attend the Oklahoma Turfgrass Research Foundation Conference and Training on 11/14-16/2022 at Stoney Creek Hotel and Conference Center, Broken Arrow, OK; cost of \$1,380 (Clerk's Misc. File No. 20221902)

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

L. Claims to be Disallowed (payments cancelled as of 10/10-14/2022) (Clerk's Misc. File No. 20221903)

1. **Fund #: 365 PO #: 11332 Vendor Name/Number: PowerDMS, Inc.**
Warrant #: 500056493 Amount Paid: \$194.82

Motion made by Michael Craddock, seconded by Darren Gantz, to cancel and disallow the claims. Upon roll call, Yes - Darren Gantz, Michael Craddock, Karen Keith. No - None. Abstain - None. Motion carried.

M. Claims (payments for bills to be paid from 10/3-7/2022)

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

N. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 10/10-14/2022

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

O. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20221904)

Creditor: Riverview Sod Ranch; **Trust** 719384-J7; **Item:** 10,455-Tulsa County Parks - LaFortune Trail; **Purpose:** Inv 20225245 Sod for So Entry Project; **Amt. Paid:** \$372

2. Vision Tulsa County (Clerk's Misc. File No. 20221905)

Sales Tax/Bond Funded Projects Recommended for Payment:

Creditor: Guy Engineering; **Fund** H193E/PJ1028; **Item:** 31st, 41st, 51st Roundabouts on 193rd; **Purpose:** Design; **Amt. Paid:** \$1,000

Creditor: Sherwin Williams Co.; **Fund** PCP02/PJ1066; **Item:** Chandler Park Project B; **Purpose:** Materials; **Amt. Paid:** \$142.77

Creditor: Sherwin Williams Co.; **Fund** PCP02/PJ1066; **Item:** Chandler Park Project B; **Purpose:** Materials; **Amt. Paid:** \$22.23

Creditor: Sherwin Williams Co.; **Fund** PCP02/PJ1066; **Item:** Chandler Park Project B; **Purpose:** Materials; **Amt. Paid:** \$501.20

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

P. COVID-19 Virus & Flu Season Discussion and Update

Joseph Kralicek, Director of Tulsa Area Emergency Management Agency, gave an update on COVID-19 and flu 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 “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. 20221906)

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

VI. 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

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

BOARD OF COUNTY COMMISSIONERS

Karen Keith, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk