

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on September 5, 2024 at 4:12 p.m.)

MINUTES
Monday, September 9, 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: 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. MINUTES

A. Board of County Commissioner's Meeting of September 3, 2024

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

III. REPORTS

A. Elected Officials - (Treasurer) - Depository Summary of Daily Analysis for 8/2024 (Clerk's Misc. File No. 20241672)

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

IV. UNFINISHED BUSINESS

A. Bid Openings

1. Administrative Services - Print Cartridges

- a. Admiral Express, LLC (Clerk's Misc. File No. 20241673)
- b. GCS Imaging, Inc. (Clerk's Misc. File No. 20241674)
- c. Howard Industries, Inc., dba Howard Technology Solutions (Clerk's Misc. File No. 20241675)
- d. SumnerOne, Inc. (Clerk's Misc. File No. 20241676)
- e. The Tree House, Inc. (Clerk's Misc. File No. 20241677)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to refer the bids to Administrative Services and Procurement for analysis, review and recommendation on 9/16/2024. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

B. Amendment - (Assessor) - #9 to the award to Automated Mail Service, CMF #239468 for Production, Printing, Imaging and Mailing of Forms and Envelopes, the most recent renewal CMF #20231522, to exercise the option to renew for an additional one-year period beginning 11/6/2024 (Clerk's Misc. File No. 20241678)

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

V. ACTION ITEMS

A. Reappointment - (Board of County Commissioners) - Commissioner Sallee, of Ms. Debra Judah to the Tulsa County Juvenile Justice Trust Authority, for a 5-year term to expire 9/29/2029 (Clerk's Misc. File No. 20241679)

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

- B. Memorandum of Understanding - (Engineers) - Tulsa Technology Center, for CDL B training through 6/30/2025; cost \$8,960 (Clerk's Misc. File No. 20241680)

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

- C. Request to Accept and File - (Board of County Commissioners) - Acceptance of Voluntary Flood Acquisition Program Warranty Deed filed by First American Title Insurance Company conveying the property located at 601 W 27th St., Sand Springs, OK 74063, more specifically known as: Lot Twenty (20), Block Four (4), MEADOW VALLEY, an Addition to the City of Sand Springs, Tulsa County, State of Oklahoma, according to the recorded Plat No. 3255, to Tulsa County for VBP #958, Bell, CMF #20240682 and #20241438 (Clerk's Misc. File No. 20241681)

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

- D. Requests for Approval

1. County Clerk:

- a. of Business Income Sheet requested by our primary property insurer (Travelers) as part of the policy renewal for FY 2024-25 (Clerk's Misc. File No. 20241682)
- b. of Policyholder Disclosure Notice of Terrorism Insurance Coverage. This form is requested by our excess property insurer as part of the policy renewal for FY 2024-25 (Clerk's Misc. File No. 20241683)
- c. of Full and Final Release for Travelers Insurance claim number: F5S712 for damages to a Tulsa County road in the amount of \$2,076.39 caused by a rollover accident involving a concrete mixer which occurred on or about the 15th day of July 2024 in or near Collinsville, OK (Clerk's Misc. File No. 20241684)

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

2. Engineers:

- a. to rescind the offer of compensation to Bradley Allen Messner and Rachel Anne Messner, for Tulsa County; Parcel: 25.0, 25.A to acquire permanent right of way plus damages affected by the project at 86th St. N. Memorial Drive to US 75 #19TCO01, due to the purchase of a highway easement bought in 2018 (Clerk's Misc. File No. 20241685)
- b. to extend a second offer of compensation to Capital Market Properties, LLC, in the amount of \$12,000 plus 14' driveway for Tulsa County; Parcels: 26.0, 26.A, to acquire permanent right of way of 0.23 acres (P26.0) and 0.01 acres of Temporary Construction Easement (P26.A), plus damages affected by the project at 86th St. N. Memorial Drive to US 75 #19TCO01 (Clerk's Misc. File No. 20241686)
- c. to extend a second offer of compensation to the Darrell and Connie Boerstler Trust in the amount of \$20,150.00 for Tulsa County; Parcel: 6.0, to acquire

- right of way of 0.33 acres plus damages affected by the project at 86th St. N. Memorial Drive to US 75 #19TCO01 (Clerk's Misc. File No. 20241687)
- d. of acceptance of Right-of-Way Easement in Tulsa County from Claiborne Revocable Trust (CLLA-524) (Clerk's Misc. File No. 20241688)
- e. to revise the offer of compensation to Floyd Michael Fielding and Mika Suzanne Fielding, in the amount of \$8,000.00 for Tulsa County; Parcel: 14.1 to acquire a restricted water line easement on .06 acres plus damages affected by the project at 86th St. N. Memorial Drive to US 75 #19TCO01, replacing the original offer approved on 8/23/2024, CMF #20241472 (Clerk's Misc. File No. 20241689)
- f. to accept the counteroffer of compensation from Heather Carnes and Eric Carnes, in the amount of \$7,710 for Tulsa County; Parcel: 27 to acquire permanent right of way of 0.07 acres plus damages affected by the project at 86th St. N. Memorial Drive to US 75; Tulsa County #19TCO01 (Clerk's Misc. File No. 20241690)
- g. to accept the counteroffer of compensation from Michael Gene McClendon Jr. and Amanda McClendon in the amount of \$25,000 for Tulsa County; Parcel: 24 to acquire permanent right of way of .23 acres plus damages affected by the project at 86th St. N. Memorial Drive to US 75 #19TCO01 (Clerk's Misc. File No. 20241691)
- h. Oklahoma Department of Transportation (ODOT) - Payment for right-of-way and any and all damages including payment for permanent right-of-way for Project 29345(04) 101st S. Memorial to Garnett for Parcel 2 renegotiated from \$25,650, CMF #20230599, to \$50,000 (Clerk's Misc. File No. 20241692)
- i. to extend a second offer of compensation to Samuel T. Slavens and Carolina G. Slavens in the amount of \$25,075 for Tulsa County; Parcels: 4.0, 4.1, 5.0 to acquire permanent right of way of .20 acres on parcel 4.0, .09 acres on parcel 4.1, and .20 acres on parcel 5.0 for a total of .49 acres plus damages affected by the project at 86th St. N. Memorial Drive to US 75 #19TCO01 (Clerk's Misc. File No. 20241693)

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

- 3. Juvenile Bureau - of Harding Instrument Co., Ltd., credit application (Clerk's Misc. File No. 20241694)

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

- 4. Social Services - of donations to the Pharmacy from various nursing homes and to the Transitional Living Center of various items from various individuals (Clerk's Misc. File No. 20241695)

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

E. Resolutions:

- 1. Board of County Commissioners - authorizing the transfer of Vision Tulsa Capital Improvements Program funds from previous encumbrances as follows:
PJ1092/HQMIT - HQ Miscellaneous IT (CMF# 20230174) is complete and has available unused sales tax in the amount of \$6,710.71 and PJ1503/ITSSE - IT Servers

& Storage (CMF#20231279) is complete and has available unused sales tax in the amount of \$1,594.47 transferring funds for the following purpose: IT New Servers, Storage and Network Switch (PJ1598/ITSSN, CMF #20241605) for 4 new servers, a storage array, and a network switch, capital expenditures in the amount of \$8,305.18 (Clerk's Misc. File No. 20241696)

2. Inspections - repealing the resolution "Updating FEMA Flood Maps", CMF #20241641, approved on 9/3/2024, and adopting this resolution for Flood Insurance Rate Map and Flood Insurance Study for Tulsa County, effective 9/12/2023 (Clerk's Misc. File No. 20241697)

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

F. Agreements

1. Board of County Commissioners - The City of Broken Arrow:
 - a. for the patch and overlay of 129th E. Ave. from 141st St. S. to 131st St. S. to improve and repair streets (Clerk's Misc. File No. 20241698)
 - b. for the reclamation of 209th E. Ave. from 111th St. S. to 101st St. S. to improve and repair streets (Clerk's Misc. File No. 20241699)

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

2. Human Resources - CommunityCare Life & Health Insurance Company, for 2025 Renewal of Senior Health Plan for Retirees (Clerk's Misc. File No. 20241700)

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

3. Parks:
 - a. Across the Prairie, LLC, to provide concessions at all Tulsa County Parks from 9/9/2024 through 9/8/2025; art/plant vendor fee as outlined in the Parks Fee Schedule (Clerk's Misc. File No. 20241701)
 - b. Art by Jessica, to provide concessions at all Tulsa County Parks from 9/9/2024 through 5/6/2025; art/plant vendor fee as outlined in the Parks Fee Schedule (Clerk's Misc. File No. 20241702)
 - c. California Street Tacos, LLC, to provide concessions at Chandler Park from 9:00 a.m. to 1:00 p.m. on 9/21/2024; fee \$50 (Clerk's Misc. File No. 20241703)
 - d. D'Cannella Chimney Cake, LLC:
 - 1) to provide concessions at LaFortune Park Baseball parking lot from 10/3/2024 through 11/2/2024, fee \$100 (Clerk's Misc. File No. 20241704)
 - 2) to provide concessions at Chandler Park on 10/26/2024, from 5:00 p.m. to 9:00 p.m.; fee \$50 (Clerk's Misc. File No. 20241705)
 - e. David Keys, to provide a musical performance at LaFortune Park on 9/14/2024, from 12:00 p.m. to 1:00 p.m.; cost \$100 (Clerk's Misc. File No. 20241706)
 - f. HOLA!, LLC, to provide concessions at all Tulsa County Parks from 9/9/2024 through 9/8/2025; art/plant vendor fee as outlined in the Parks Fee Schedule (Clerk's Misc. File No. 20241708)

- g. KK's Creations, to provide concessions at all Tulsa County Parks from 9/9/2024 through 9/8/2025; art/plant vendor fee as outlined in the Parks Fee Schedule (Clerk's Misc. File No. 20241709)
- h. K Life Ministries, for a bi-monthly K Life PE event at LaFortune Gym, between 3:00 p.m. to 5:00 p.m., from 9/12/2024 through 12/12/2024; fee \$640 (Clerk's Misc. File No. 20241710)
- i. Mr. & Mrs. Smith, to provide an entertainment program at LaFortune Park between 11:00 a.m. and 12:00 p.m., on 9/14/2024; cost \$300 (Clerk's Misc. File No. 20241711)
- j. Native Plants Nursery, to provide concessions at all Tulsa County Parks, from 9/9/2024 through 9/8/2025; art/plant vendor fee as outlined in the Parks Fee Schedule (Clerk's Misc. File No. 20241712)
- k. Prairie Flora Company, to provide concessions at all Tulsa County Parks from 9/9/2024 through 9/8/2025; art/plant vendor fee as outlined in the Parks Fee Schedule (Clerk's Misc. File No. 20241713)
- l. Stayhumblearts, to provide concessions at all Tulsa County Parks from 9/9/2024 through 9/8/2025; art/plant fee as outlined in the Parks Fee Schedule (Clerk's Misc. File No. 20241714)
- m. The Arc of Oklahoma, for the Carnival of Caring event at LaFortune Park NE Pavilion, from 9:00 a.m. to 2:00 p.m. on 9/13/2024; fee \$450 (Clerk's Misc. File No. 20241715)
- n. Thomas Creations, to provide concessions at all Tulsa County Parks, from 9/9/2024 through 9/8/2025; art/plant fee as outlined in the Parks Fee Schedule (Clerk's Misc. File No. 20241716)
- o. Tulsa Tabby, LLC, to provide concessions at all Tulsa County Parks from 9/9/2024 through 9/8/2025; art/plant fee as outlined on the Parks Fee Schedule (Clerk's Misc. File No. 20241717)
- p. VParts, to provide concessions at all Tulsa County Parks, from 9/9/2024 through 9/8/2025; art/plant fee as outline in the Parks Fee Schedule (Clerk's Misc. File No. 20241718)
- q. Wild Things Nursery, to provide concessions at all Tulsa County Parks, from 9/1/2024 through 8/31/2025; plant vendor fee as outline in the Parks Fee Schedule (Clerk's Misc. File No. 20241719)

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

- G. Agreement Renewal - (Board of County Commissioners) - Broken Arrow Economic Development Corp., for renewal of CMF #20231067 for FY 2024-2025 (Clerk's Misc. File No. 20241720)

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

- H. Requests to Advertise for Bids - (Highways) - Asphalt Overlay (Clerk's Misc. File No. 20241721)

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

I. Inventory Resolution - (Parks) - Asset registration - Donation of Tulsa Herd First Family (Clerk's Misc. File No. 20241722)

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

J. Sole Sources

1. County Clerk - Harris Recording Solutions, the sole developer of the OnCore, Acclaim and other Land Records solutions (Clerk's Misc. File No. 20241723)
2. Highways - Holt Truck Centers of Oklahoma, for International parts and service (Clerk's Misc. File No. 20241724)

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

K. Claims

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

L. Blanket Purchase Orders and Emergency Purchase Orders

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

M. Consideration and Approval of Construction Program Payments

1. Vision Tulsa County: (Clerk's Misc. File No. 20241725)
Sales Tax/Bond Funded Projects Recommended for Payment
Creditor: Britlow, LLC; Fund#: HW86N/PJ1047; Item: 86th St. N. Memorial to HWY 75 Improvements; Purpose: ROWs; Amount Paid: \$2,800

Creditor: Action Safety Supply Co. LLC; Fund#: H171S/PJ1027; Item: 171st St. S. Improvements US Hwy 64 to 161st E. Ave.; Purpose: materials; Amount Paid: \$1,896

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

N. Juvenile Detention Home Update - for August 28 through September 4, 2024 (Clerk's Misc. File No. 20241726)

David Parker, Manager of the Juvenile Detention Home, provided the following update:

- Staffing: Of the three back grounds from the interviews, we reported last meeting were conducted 2 were discontinued and 1 was moved for a job offer. This is evidence that the new screening process by the County is working better than using the temporary agency, which was in place prior to the BOCC assuming operational responsibilities.
- Resident Care: We were able to work hand in hand with the Public Defender's Office and our Medical contractor TurnKey to ensure a recent placement in the community received some much-needed medication, not provided upon release. It was great collaborative effort that shows how things can work when we are working together to help the juvenile.
- Licensing: We continue our fast-paced grind to prepare for our OPI audit for licensing. September 11th is rapidly approaching.

- Technology: We have had multiple meetings with our County IT department in hopes of streamlining process. Those meeting were, Updating the camera system, digitizing our daily reports and moving to a records management System to eliminate paper forms.

VI. 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.

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

BOARD OF COUNTY COMMISSIONERS

Stan Sallee, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk