

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at [www.tulsacounty.org](http://www.tulsacounty.org) on August 3, 2023 at 4:16 p.m.)

MINUTES  
Monday, August 7, 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, Commissioner Kelly Dunkerley. Others present: County Clerk Michael Willis.

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

II. PLEDGE OF ALLEGIANCE

Commissioner Kelly Dunkerley led the Pledge of Allegiance.

III. 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, 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.

IV. PROCLAMATION

- A. Proclaiming the month of August as National Breastfeeding Month (Clerk's Misc. File No. 20231353)

Commissioner Karen Keith presented the Proclamation.

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.

V. MINUTES

- A. Board of County Commissioner's Meeting of July 31, 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.

VI. UNFINISHED BUSINESS

- A. Change Orders - (Sheriff) - Thompson Construction Inc.:

1. #27 to the agreement with Thompson Construction, Inc., for the Build-Out of the Tulsa County Sheriff's Administration Headquarters, CMF# 20221069, to credit the budgeted removal of brick and associated framing, sheathing, and insulation backing for the brick, to credit the contractual contingency balance by \$48,010 (Clerk's Misc. File No. 20231354)

2. #28 to the agreement with Thompson Construction, Inc., for the Build-Out of the Tulsa County Sheriff's Administration Headquarters, CMF# 20221069, to replace all screws in the Operations Roof to fix and deter roof leaks. This will decrease the contractual contingency balance by \$4,500 (Clerk's Misc. File No. 20231355)
3. #29 to the agreement with Thompson Construction, Inc., for the Build-Out of the Tulsa County Sheriff's Administration Headquarters, CMF# 20221069, for added LVT and cove base at the 911 call center. This will decrease the contractual contingency balance by \$285 (Clerk's Misc. File No. 20231356)
4. #30 to the agreement with Thompson Construction, Inc., for the Build-Out of the Tulsa County Sheriff's Administration Headquarters, CMF# 20221069, for the substitution of tankless toilets to tanked toilets to account for the reduced water supply line size. This will decrease the contractual contingency balance by \$464 (Clerk's Misc. File No. 20231357)
5. #31 to the agreement with Thompson Construction, Inc., for the Build-Out of the Tulsa County Sheriff's Administration Headquarters, CMF# 20221069, in response to unforeseen structural design issues requiring the entry store front door at the Training Center to be lowered 2 inches. This will decrease the contractual contingency balance by \$1,385 (Clerk's Misc. File No. 20231358)
6. #32 to the agreement with Thompson Construction, Inc., for the Build-Out of the Tulsa County Sheriff's Administration Headquarters, CMF# 20221069, for time, labor, and material to add an additional 160' of DCW service piping for the Training and Quarter Master buildings. This will decrease the contractual contingency balance by \$3,995 (Clerk's Misc. File No. 20231359)

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.

## VII. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending August 14, 2023 (Clerk's Misc. File No. 20231352)

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

- B. New or Replacement Procurement Officers

1. District Attorney - designating Joy Clark as new receiving specialist (Clerk's Misc. File No. 20231360)
2. Social Services - designating Jennifer Ashley as new receiving specialist (Clerk's Misc. File No. 20231361)

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.

- C. Memorandums of Understanding

1. Engineers - Tulsa Technology Center, for CDL B training through 6/30/2024; cost of \$13,720 (Clerk's Misc. File No. 20231362)

Motion made by Stan Sallee, seconded by Karen Keith, to approve and amend the amount to \$5,880 due to a scrivener's error, and authorize execution by the Chairman. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

2. Juvenile Bureau - Tulsa Job Corps, for a Work-Based Learning Program (Clerk's Misc. File No. 20231363)

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.

D. Requests for Approval

1. Engineers, for Acceptance of Right of Way Easements from Emilee and Johnny Bristol (LS-21546) (Clerk's Misc. File No. 20231364)

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.

2. Human Resources:

- a. BOK Financial, for Plan Sponser Authorized Representative for Commissioner Stan Sallee, Commissioner Karen Keith and Commissioner Kelly Dunkerley for Tulsa County 457, 401(a) and PEHP plans (Clerk's Misc. File No. 20231365)
- b. General Salary Schedule and Information Technology Salary Schedule effective 8/21/2023 (Clerk's Misc. File No. 20231366)

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

3. Parks:

- a. for approval to close all Recreation Centers, including South County, Chandler Park, O'Brien Park and LaFortune Park on 8/21/2023, for recreation, athletics and communication staff training and retreat (Clerk's Misc. File No. 20231367)
- b. Jasmine's Jumpers, for Concession Agreement and Certificate of Insurance for use of products on all Tulsa County Parks through 4/9/2024 (Clerk's Misc. File No. 20231368)

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

E. Agreements

1. Administrative Services:

- a. EDU Business Solutions, for support and service of Print Shop Pro; one year cost of \$1,079.10 (Clerk's Misc. File No. 20231369)
- b. GPS Software Solutions, for mobile hardware and software maintenance; cost of \$4,290 (Clerk's Misc. File No. 20231370)

2. Assessor:

- a. OMECorp Genesis Business Systems, for maintenance on Postage Machine IN700, serial #RC1709242753, located at 218 W. 6th St., 5th floor, Tulsa, OK 74119 for one year beginning 7/1/2023; annual fee of \$1,675 (Clerk's Misc. File No. 20231371)
- b. Square9 Softworks, for installation and management of GlobalForms software to assist with form-based operations (Clerk's Misc. File No. 20231372)

3. Court Services - Alcohol Monitoring Systems, Inc., for rental and service of alcohol and GPS monitoring equipment (Clerk's Misc. File No. 20231373)
4. IT - Workday, Inc., for Training Credits package, cost of \$8,820 (Clerk's Misc. File No. 20231374)
5. Juvenile Bureau - City of Jenks, to provide services regarding police officer contact with Tulsa County juvenile offenders and to monetarily support the continued operation of the Tulsa Area Community Intervention Center (TACIC); fee of a one time payment of \$2,400 (Clerk's Misc. File No. 20231375)

6. Parks - University of Tulsa, for Gilcrease Family Festival at Chandler Park on 8/12/2023 from 1:00 p.m. to 4:00 p.m.; fee of \$420 (Clerk's Misc. File No. 20231376)

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. Requests to Advertise for Bids - (Sheriff) - TCSO - David L. Moss Detention Facility Storage Building (Clerk's Misc. File No. 20231377)

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

- G. Inventory Resolutions

1. Administrative Services - asset disposal: junked - typewriters and adding machines (Clerk's Misc. File No. 20231378)
2. Assessor - asset disposal: junked - furniture (Clerk's Misc. File No. 20231379)

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. Election Board, for five employees to the 2023 State Election Board Fall Workshop at the Metro Tech Center in OKC on 10/15-17/2023; cost of \$700 (Clerk's Misc. File No. 20231380)

Motion made by Stan Sallee, seconded by Karen Keith, to amend and approve the travel training request to \$700 per person. Upon roll call, Yes - Karen Keith, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

2. IT, for Dan Pease, Joe Lord and James Tiffie to Oklahoma IT Symposium in Tulsa on 8/23-24/2023; cost of \$400 (Clerk's Misc. File No. 20231381)

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 7/24-28/2023)

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 7/31-8/4/2023

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. Board of County Commissioners - Emergency response updates and authorization for County-wide actions to aid citizens following the historic storm damage on June 18, 2023

Joe Kralicek gave an update.

- L. Zoning Application Hearing and Possible Action - (Tulsa Metropolitan Area Planning Commission) - CZ-545 - Applicant: Berryhill Baptist Church, Owner: Berryhill Baptist Church Inc., Location: Northeast corner of West 41st Street S. and South 61st West Avenue. This request is to Rezone 6.85 ± acres from AG to CS to permit a commercial. On meeting date of May 17, 2023, TMAPC voted 8-0-0 to recommend that the County Commission approve rezoning of 6.85 ± from AG to CS (Clerk's Misc. File No. 20231382)

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.

- M. Executive Session - (District Attorney) - Requested by Doug Wilson, 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 claim in the above-referenced case, to wit: *Crawford v. Regalado*, Case No. 22-CV-00253-GKF-JFJ, pending in the United States District Court for the Northern District of Oklahoma, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest. (Clerk's Misc. File No. 20231383)

Motion made by Karen Keith, seconded by Stan Saltee, to go into Executive Session. Upon roll call, Yes - Karen Keith, Stan Saltee, Kelly Dunkerley. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:49 a.m.

Motion made by Stan Saltee, seconded by Karen Keith, to reconvene the regular meeting at 9:52 a.m. Upon roll call, Yes - Karen Keith, Stan Saltee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

N. Discussion and Possible Action Regarding Executive Session Item

Motion made by Stan Saltee, seconded by Karen Keith, to grant settlement authority to Doug Wilson up to the amount discussed in Executive Session, to-wit: *Crawford v. Regalado*, Case No. 22-CV-00253-GKF-JFJ. Upon roll call, Yes - Karen Keith, Stan Saltee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

VIII. 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.

IX. ADJOURN

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

BOARD OF COUNTY COMMISSIONERS

Kelly Dunkerley, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk