

(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 December 10, 2021 at 9:20 a.m)

MINUTES  
Monday, December 13, 2021

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 Ron Peters, 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, 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.

III. MINUTES

A. Board of County Commissioner's Meeting of December 6, 2021

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

IV. REPORTS

A. Elected Officials:

1. Assessor - Monthly Revolving fund for 11/2021 (Clerk's Misc. File No. 20212576)
2. County Clerk - Monthly for 11/ 2021 (Clerk's Misc. File No. 20212577)
3. Court Clerk:
  - a. Monthly for 11/2021 (Clerk's Misc. File No. 20212578)
  - b. Management and Preservation - for 11/2021 (Clerk's Misc. File No. 20212579)
4. Treasurer - Depository Summary for 11/2021 (Clerk's Misc. File No. 20212580)

B. County Department - Election Board - Monthly for 11/2021 (Clerk's Misc. File No. 20212581)

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

V. UNFINISHED BUSINESS

- A. Bid/Qualification Openings - Sheriff - Architectural & Engineering Services for the Tulsa County Sheriff's Office Administration Campus Buildout (RFQ)
1. Architects Ink, LLC (Clerk's Misc. File No. 20212582)

2. Beck Associate Architects, PLLC (Clerk's Misc. File No. 20212583)
3. BKL, Inc. (Clerk's Misc. File No. 20212584)
4. Cyntergy AEC LLC (Clerk's Misc. File No. 20212585)
5. GSB, Inc. (Clerk's Misc. File No. 20212586)
6. JCJ Architecture, P.C. (Clerk's Misc. File No. 20212587)
7. KSQ Architects PC dba KSQ Design (Clerk's Misc. File No. 20212588)
8. CJC Architects, Inc. (Clerk's Misc. File No. 20212589)
9. KKT Architects, Inc. (Clerk's Misc. File No. 20212590)
10. Lily Architects PLLC (Clerk's Misc. File No. 20212591)

Motion made by Ron Peters, seconded by Karen Keith, to refer the qualifications to the Sheriff and Procurement for analysis, review and recommendation on December 20, 2021. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

#### B. Addendums

1. Assessor - #1 to Notice to Proposers for Deed Reading Software, CMF# 20212514, to provide answers to vendor submitted questions (Clerk's Misc. File No. 20212592)
2. Highways - #3 to Notice to Bidders for Installation and Construction of Concrete Products, CMF# 20212475, to provide answers to vendor submitted questions (Clerk's Misc. File No. 20212593)

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

- C. Amendment - TC Departments - #3 to award for Miscellaneous Electrical Supplies to Irby Electrical Distributor, CMF #246765. This bid award has been renewed annually with the most recent renewal being approved on November 23, 2020, CMF #20202858. It is the recommendation of the Building Operations to exercise the option to renew the award for an additional one-year period beginning January 19, 2022 with no changes to the terms (Clerk's Misc. File No. 20212594)

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

### VI. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending December 20, 2021 (Clerk's Misc. File No. 20212595)

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

- B. Reappointment - (Commissioner Sallee) - of Ms. Jennifer Long to the Greater Tulsa Indian Affairs Commission. This appointment is for a three-year term, expiring December 31, 2024 (Clerk's Misc. File No. 20212596)

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

#### C. Requests for Approval

1. Building Operations:
  - a. TCP 1001 - Parking Permit Policy (Clerk's Misc. File No. 20212597)
  - b. TCP 1018 - County Tools, Equipment, & Other Resources Provided to Building Operations Employees Policy (Clerk's Misc. File No. 20212598)

- c. TCP 1020 - County-Owned Cell Phones Issued to Building Operations Personnel (Clerk's Misc. File No. 20212599)
2. Engineers - for acceptance of right of way easements from:
  - a. Brent Allen Brandt and Lori Ann Brandt (LLA-389) (Clerk's Misc. File No. 20212600)
  - b. Edward C. Wegener and April Wegener (LLA-388) (Clerk's Misc. File No. 20212601)
3. Human Resources - In-County Mileage Reimbursement for HR Employees in the amount of \$1,500 (Clerk's Misc. File No. 20212602)
4. Tulsa Area Emergency Management Agency - 2021 Consolidated Continuity of Operations Plan for all County Departments (Clerk's Misc. File No. 20212603)

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

#### D. Agreements

1. Assessor - Thomas Y. Pickett and Company, Inc., - for analyses and appraisals beginning January 1, 2022 (Clerk's Misc. File No. 20212604)
2. Engineers:
  - a. 3 Angels Construction, LLC - Contract for Project Performance to the award for construction of headwalls at 81st and 61st, awarded on March 22, 2021, CMF #20210519 (Clerk's Misc. File No. 20212605)
  - b. Meshek & Associates, LLC - for consultant services related to purchasing Right of Ways for miscellaneous roadway and bridge projects (Clerk's Misc. File No. 20212606)
3. IT - CanAm Technologies - for the purchase of licenses and service of Teller Software per the quote from SHI (Clerk's Misc. File No. 20212607)
4. Treasurer - Tulsa HBA - for booth rental at the 2022 Spring Home & Garden Show being held March 10th–13th, 2022 at the SageNet Center at Expo Square for a fee of \$1,090 (Clerk's Misc. File No. 20212608)

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

#### E. Request to Advertise for Bids - (TC Departments) - Hygiene Supplies (Clerk's Misc. File No. 20212609)

Motion made by Karen Keith, seconded by Ron Peters, to approve the request to advertise. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

#### F. Inventory Resolutions

1. District Attorney - junked; Laptop (Clerk's Misc. File No. 20212610)
2. Procurement - transfer to Engineering; Swivel Raven Chair (Clerk's Misc. File No. 20212611)

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

#### G. Sole Source - Highways - GreensGroomer Worldwide - for the GreensBroom scrub seal broom and this product is exclusively made by them. There are no other dealers or networks that sell this product (Clerk's Misc. File No. 20212612)

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

H. Utility Permits - (Engineers) - Oklahoma Natural Gas:

1. To cross S Lewis Ave., approximately 1.87/3.01 mi S./E. of the US-75 & SH-67 junction (Clerk's Misc. File No. 20212613)
2. To parallel N Sheridan Ave., approximately 0.64/1.03 miles S./E. of the US-75 & SH-20 junction (Clerk's Misc. File No. 20212614)

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

I. Travel/Training - (OSU Extension) - Brian Jervis to Stillwater for Campus Entomology Meeting on 12/17/2021; cost of \$75 (Clerk's Misc. File No. 20212615)

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

J. Tulsa City-County Health Department Agreement to Accept & File - Rycon Environmental, LLC, - for Lead removal at 5441 S. Louisville Ave., Tulsa, OK, from 12/7/2021-5/7/2022; cost of \$13,880 (Clerk's Misc. File No. 202162616)

Motion made by Ron Peters, seconded by Karen Keith, to accept and file the Tulsa Health Department agreement. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

K. Claims to be Disallowed (payments cancelled as of 12/6-10/2021)

1. P.O. #2206049, Vendor: Alert International, Warrant #500047154, Amount Paid: \$450 (Clerk's Misc. File No. 20212617)
2. P.O. #2209609, Vendor: American Society of Civil Engineers, Warrant #500049895, Amount Paid: \$10 (Clerk's Misc. File No. 20212618)
3. P.O. #2207801 Vendor: Computing Technology Industry Assoc, Warrant #500049050, Amount Paid: \$1,049 (Clerk's Misc. File No. 20212619)
4. P.O. # 2208163, Vendor: Oxford House Lynn Lane, Warrant #500048895, Amount Paid: \$543 (Clerk's Misc. File No. 20212620)

Motion made by Karen Keith, seconded by Ron Peters, to disallow the claims. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

L. Claims (payments for bills to be paid by 11/29-12/3/2021)

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

M. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 12/6-10/2021

Motion made by Karen Keith, seconded by Ron Peters, to approve and authorize execution by the Commission. Upon roll call, Yes - Ron Peters, 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. 20212621)

Motion made by Ron Peters, seconded by Karen Keith, to approve the construction program payment. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

O. Zoning Application Hearing and Possible Action - (Tulsa Metropolitan Area Planning Commission) - CZ-521 and PUD-860 - Applicant: Ryan McCarty, Bixby McCutchin Land, LLC, Location: South of the southeast corner of East 171st Street South and South Yale Avenue. The request is to rezone 56.52 +/- acres from AG to RE with a PUD overlay on a portion of rezoning area to permit a single-family residential subdivision. On Meeting Date of October 20, 2021 TMAPC voted 9-0-0 to recommend that the County Commission Approve rezoning of 56.52 ± acres from AG to RE and PUD-860

Motion made by Karen Keith, seconded by Ron Peters, to enter into public hearing at 9:50 a.m.. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Jay Hoyt, representing INCOG, presented Zoning Application CZ-521 and PUD-860. There were no members of the public that wished to speak.

Motion made by Ron Peters, seconded by Karen Keith, to close the public hearing at 9:51 a.m.. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Motion made by Ron Peters, seconded by Karen Keith, to approve the application and authorize execution by the Chairman. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20212622)

P. COVID-19 Virus Discussion and Update

Joseph Kralicek, Director of Tulsa Area Emergency Management Agency, gave an update on COVID-19 numbers in Tulsa County.

Q. Executive Sessions - District Attorney:

1. Requested by Nicholas Williams - 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, Case No. 18-CV-231: *Austin P. Bond, as Special Administrator for the Estate of Mitchell Lee Godsey v. Vic Regalado*, in his official capacity, pending matter before 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
2. Requested by Mike Shouse - 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 *Vandenheuvel v. BOCC*, Case No. CJ-2021-3223, pending in Tulsa County District Court, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest
3. Requested by Nicholas Williams - 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, *Shemeika Smith & Tyrese Mayfield v. Board of County Commissioners of Tulsa County, Oklahoma, et al., Tulsa County District Case CJ-2021-2216*, 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 Ron Peters, to go into Executive Session. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:52 a.m.

Motion made by Karen Keith, seconded by Ron Peters, to reconvene the regular meeting at 10:30 a.m. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

R. Discussion and Possible Action Regarding Executive Session Items

Motion made by Ron Peters, seconded by Karen Keith, to grant settlement authority to Guy Forney to renew settlement authority up to the amount discussed in Executive Session, to-wit: Case No. 18-CV-231: *Austin P. Bond, as Special Administrator for the Estate of Mitchell Lee Godsey v. Vic Regalado*, in his official capacity,

*pending matter before the United States District Court for the Northern District of Oklahoma.* Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20212623)

Motion made by Karen Keith, seconded by Ron Peters, to grant authority to the District Attorney to counter claim for property damage and for settlement authority up to the amount as discussed in Executive Session, to-wit: *Vandenheuvel v. BOCC, Case No. CJ-2021-3223, pending in Tulsa County District Court.* Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20212624)

Motion made by Ron Peters, seconded by Karen Keith, to grant settlement authority to the District Attorney up to the amount as discussed in Executive Session , to-wit: *Shemeika Smith & Tyrese Mayfield v. Board of County Commissioners of Tulsa County, Oklahoma, et al., Tulsa County District Case CJ-2021-2216.* Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20212625)

#### 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.

Motion made by Ron Peters, seconded by Karen Keith, to adjourn the meeting. Upon roll call, Yes - Ron Peters, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. There was no new business.

#### VIII. ADJOURN

### BOARD OF COUNTY COMMISSIONERS

Stan Sallee, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk