

(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 July 3, 2024 at 2:42 p.m.)

MINUTES  
Monday, July 8, 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: Chief Deputy Darren Gantz, representing 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. 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.

III. MINUTES

A. Board of County Commissioner's Meeting of July 1, 2024

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

IV. REPORTS

A. County Departments - Social Services:

1. Annual Burial as of June 28, 2024 (Clerk's Misc. File No. 20241312)
2. Annual Cremation from July 1, 2023 through June 28, 2024 (Clerk's Misc. File No. 20241313)

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

V. UNFINISHED BUSINESS

- A. Amendment - (Juvenile Bureau) - Turn Key Health Clinics, LLC - #2 to the agreement with Turn Key Health Clinics, LLC, originally executed on 1/30/2023, CMF #20230135, with Amendment #1 approved on 7/31/2023, CMF# 20231325 to replace section 2.1 of the Master Agreement to increase the monthly rate to \$33,702.60 for FY 2024-2025 (Clerk's Misc. File No. 20241314)

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

## VI. ACTION ITEMS

### A. New or Replacement Procurement Officers

1. Engineering & Highways - Megan Blackford as requisitioning officer to replace Charles Wall in Parks (Clerk's Misc. File No. 20241315)
2. Sheriff - Autumn Barnett and Deicy Tilley as department receiving specialist as new assignment (Clerk's Misc. File No. 20241316)

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

### B. Requests for Approval

1. Engineers - Purple Wave Auction, for Power of Attorney appointing Stacey Niedfeldt or Marguerite Parks to execute any and all instruments, documents, affidavits, etc., to effect registration, transfer of title, application for title and/or odometer disclosure for all vehicles in the sale of county surplus property (Clerk's Misc. File No. 20241317)
2. Human Resources - Multiple Injury Trust Fund (MITF) assessment for the quarter ending June 30, 2024 (Clerk's Misc. File No. 20241318)
3. Inspections - Sign Contractor Bond for Blue Bear Lighting & Sign, LLC, as principal and Travelers Casualty and Surety company of America as surety, in the amount of \$10,000 for period from 5/2/2024 through 5/2/2025 (Clerk's Misc. File No. 20241319)
4. Treasurer - Resale Property Fund Financial Statement for FY 2024 (Clerk's Misc. File No. 20241320)

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

### C. Resolution - (Engineers) - to designate the money received from the sale of surplus County property sold via online auction by the Highway Engineering division be credited to the Highway Cash Fund (Fund 200) (Clerk's Misc. File No. 20241321)

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

### D. Tort Claim - TC 2024-31, Claimant: Annette James, to approve in the amount of \$577.34 for incident on 6/11/2024 (Clerk's Misc. File No. 20241322)

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

### E. Agreements

1. Building Operations - Tulsa City-County Health Department, for maintenance of their vehicle fleet through 6/30/2025 (Clerk's Misc. File No. 20241323)
2. Election Board - JRW, Inc., dba Financial Equipment Company, for service and maintenance on Formax FD 382 Paper Folder serial number D203053 located at 555 N. Denver Tulsa, OK 74103 through June 30, 2025, cost of \$806 (Clerk's Misc. File No. 20241324)
3. Parks - D'Cannella Chimney Cake LLC, for use of the LaFortune Park baseball parking lot to provide concessions beginning 7/8-8/7/2024, fee of \$100 (Clerk's Misc. File No. 20241325)
4. Treasurer - Gifford Auction and Realty, for Auctioneer services for the Tulsa County Treasurer's June Tax Resale (Clerk's Misc. File No. 20241326)

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

F. Agreement Renewals

1. OSU Extension - ImageNet Consulting, LLC, for renewal of CMF #20230541 for FY 2024-2025 (Clerk's Misc. File No. 20241327)
2. Treasurer - Robert J. Goss, for renewal of CMF #20230841 for FY 2024-2025 (Clerk's Misc. File No. 20241328)

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

G. Requests to Advertise for Bids - (Board of County Commissioners) - RFP - Demolition Contractors Voluntary Buyout Program (Clerk's Misc. File No. 20241329)

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

H. Inventory Resolutions

1. Assessor - Photo Rec M&E, Cameras, small tools measuring laser, Hilti Range Meter; stolen; small tools Hilti Pd-E Laser Distance/Range Me; junked; small tools Leica Distro Laser Measuring Device, D5, Laser Range Meter pd; lost (Clerk's Misc. File No. 20241330)
2. IT - computer equipment; transfer to Parks (Clerk's Misc. File No. 20241331)
3. Sheriff - computer equipment; junked (Clerk's Misc. File No. 20241332)

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

I. Utility Permits - Engineers:

1. Cox Communications:
  - a. for the cross and parallel of N. 256th W. Ave., approximately 2.54 miles N. of the 256th W. Ave. and OK Highway 51 junction (Clerk's Misc. File No. 20241333)
  - b. for the cross and parallel of N. 257th W. Ave., approximately 2.23 miles N. of the 257th W. Ave. and OK Highway 51 junction (Clerk's Misc. File No. 20241334)
  - c. for the cross and parallel of N. 256th W. Ave., approximately 2.42 miles N. of the 256th W. Ave., and OK Highway 51 junction (Clerk's Misc. File No. 20241335)
  - d. for the cross and parallel of W. 11th St. S. approximately 1.43 miles N. of OK Highway 51 (Clerk's Misc. File No. 20241336)
2. ONE Gas, Inc., for the crossing of E. 72nd St. N. approximately 1.09 miles W. and 4.08 miles N. of the US 75 and SH 11 junction (Clerk's Misc. File No. 20241337)

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

J. Travel/Training

1. Court Services - Mary McDonald and Pam Funsch to NAPSA (National Association of Pretrial Services Agencies) Conference in New Orleans, LA from 9/8-11/2024, in the amount of \$3800 (Clerk's Misc. File No. 20241338)

2. IT:

- a. Dan Pease to Oklahoma Digital Government Summit in OKC on 8/19/2024, in the amount of \$175 (Clerk's Misc. File No. 20241339)
- b. Dan Pease, Joe Lord, Alan Vanderburg, Ryan Hamilton and Isaac Foster to Oklahoma IT Symposium from 8/21-22/2024, in Tulsa, in the amount of \$1,100 (Clerk's Misc. File No. 20241340)

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

K. Claims

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

L. Payroll claims - Biweekly for 6/15-28/2024

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

M. Blanket Purchase Orders and Emergency Purchase Orders

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

N. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20241341)

Creditor: SHI International; Trust 816421-59; Item: 10,532-Vision 2025 Program Administration; Purpose: B18304344 Conversion Service; Amt Paid: \$39,227.70

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

O. 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. 20241342)

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

P. Executive Session - (District Attorney) - Requested by Andrew Mihelich - Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the Board and its attorney, Jay McAtee, for the purpose of confidential communications concerning a pending claim, to-wit: *Nathaniel Warren*, Worker's Compensation Commission file CM3-2024-00512F (represented claim), 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 Darren Gantz, to go into Executive Session. Upon roll call, Yes - Darren Gantz, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:42 a.m.

Motion made by Karen Keith, seconded by Darren Gantz, to reconvene the regular meeting at 9:46 a.m. Upon roll call, Yes - Darren Gantz, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Q. Discussion and Possible Action Regarding Executive Session Item

Motion made by Karen Keith, seconded by Darren Gantz, to grant settlement authority to Jay McAtee up to the amount discussed in Executive Session, to-wit: Nathaniel Warren, Worker's Compensation Commission file CM3-2024-00512F (represented claim). Upon roll call, Yes - Darren Gantz, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20241343)

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

BOARD OF COUNTY COMMISSIONERS

Stan Sallee, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk