

(Amended 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 March 24, 2023 at 9:19 a.m.)

MINUTES  
Monday, March 27, 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: Chief Deputy James Rea representing Commissioner Karen Keith, Commissioner Stan Sallee and 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. 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, 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 March 20, 2023

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

IV. REPORTS

A. Elected Official - (County Clerk) - for 3/1-17/2023 to transition to new software (Clerk's Misc. File No. 20230409)

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

V. UNFINISHED BUSINESS

A. Bid Openings

1. Engineers - Road Materials

- a. Dunham's Asphalt Services, Inc. (Clerk's Misc. File No. 20230449)
- b. Oklahoma Precast, LLC (Clerk's Misc. File No. 20230450)

Motion made by Stan Sallee, seconded by James Rea, to refer the bids to Engineers and Procurement for analysis, review and recommendation on 4/3/2023. Upon roll call, Yes - James Rea, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

2. Parks - Request for Qualifications for:

- a. Architect & Engineering Services for HVAC System Replacement
  - 1) CEC Corporation (Clerk's Misc. File No. 20230451)
  - 2) Cyntergy AEC, LLC (Clerk's Misc. File No. 20230452)

Motion made by Stan Saltee, seconded by James Rea, to refer the bids to Parks and Procurement for analysis, review and recommendation on 4/3/2023. Upon roll call, Yes - James Rea, Stan Saltee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

b. Architect & Engineering Services for O'Brien Park Improvements

- 1) Alaback Design Associates, Inc. (Clerk's Misc. File No. 20230444)
- 2) GH2 Architects, LLC (Clerk's Misc. File No. 20230445)
- 3) Kimley-Horn and Associates, Inc. (Clerk's Misc. File No. 20230446)
- 4) LandPlan Consultants, Inc. (Clerk's Misc. File No. 20230447)
- 5) O'Brien Site Architecture, LLC (Clerk's Misc. File No. 20230448)

Motion made by James Rea, seconded by Stan Saltee, to refer the bids to Parks and Procurement for analysis, review and recommendation on 4/3/2023. Upon roll call, Yes - James Rea, Stan Saltee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

B. Addendum - (TC Departments) - #1 to the request to advertise for Paperstock for Printing, to provide answers to vendor questions (Clerk's Misc. File No. 20230410)

Motion made by Stan Saltee, seconded by James Rea, to approve the addendum. Upon roll call, Yes - James Rea, Stan Saltee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

C. Amendments

1. Board of County Commissioners - Consider and take action on the approval or disapproval of certain form of Agreement presented to this meeting in connection with Vision 2025, authorizing the Chairman upon advice of counsel to make changes to the form of such Agreement and to execute and deliver this Agreement and all documents and agreements as may be necessary or required: Amendment to Capital Improvements Agreement by and between the Board of County Commissioners of Tulsa County, Oklahoma and the City of Broken Arrow, Oklahoma (Broken Arrow Elm Place & New Orleans Improvements Project) (Clerk's Misc. File No. 20230411)

Motion made by Stan Saltee, seconded by James Rea, to amend the document to correct scrivener's error, replacing the City of Bixby with the City of Broken Arrow on the signature page. Upon roll call, Yes - James Rea, Stan Saltee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

Motion made by Stan Saltee, seconded by James Rea, to approve the agreement, as amended. Upon roll call, Yes - James Rea, Stan Saltee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

2. Sheriff - #1 to the award for Janitorial Supplies to Empire Paper Company and HD Supply Facilities Maintenance, Ltd., CMF #20220733. Procurement has been notified by Empire Paper Company that there have been price increases direct from many of their manufacturers, and requests that the price be raised for Item SPA008205 Stripper, Rinse Free Wax. This item was originally awarded to Empire Paper Company and still comes in lowest and best based on what HD Supply Facilities Maintenance, Ltd submitted (Clerk's Misc. File No. 20230412)

Motion made by Stan Saltee, seconded by James Rea, to approve the amendment. Upon roll call, Yes - James Rea, Stan Saltee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

3. Administrative Services - #5 to the agreement with The Crowley Company, for high-speed microfilm scanning solution, CMF #244479, to revise the rates for service and maintenance to \$23,708 effective 6/1/2023 - 5/31/2024 (Clerk's Misc. File No. 20230413)

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

D. Public Hearing - (INCOG) - to receive recommendations on housing needs for the cities and counties within the Metropolitan Tulsa HOME Consortium and non-housing

community development needs for the cities within the Tulsa County CDBG Urban County. Tulsa County will receive \$1,243,349 in FY 2023 HOME funds and \$1,457,941 in FY 2023 CDBG funds from the Department of Housing and Urban Development. Citizens are requested to participate in the hearing and express their views on the allocation of these funds and the development of the Consolidated Annual Action Plan to be submitted to HUD by May 15, 2023 (Clerk's Misc. File No. 20230414)

Motion made by James Rea, seconded by Stan Sallee, to enter into public hearing at 9:47 a.m. Upon roll call, Yes - James Rea, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

Claudia Brierre, representing INCOG, presented the FY2023 HOME Consortium and CDBG funding allocations.

There were no members of the public who signed up to speak.

Motion made by James Rea, seconded by Stan Sallee, to close the public hearing at 9:50 a.m. Upon roll call, Yes - James Rea, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

## VI. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 4/3/2023 (Clerk's Misc. File No. 20230408)

Motion made by Stan Sallee, seconded by James Rea, to approve the fuel quotes. Upon roll call, Yes - James Rea, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

- B. Memorandums of Understanding

1. Sheriff - Family & Children's Services, Inc., for the coordination of Medical and Mental Health Services for the detainees of David L. Moss Criminal Justice Center through 2/22/2024

Motion made by James Rea, seconded by Stan Sallee, to strike this memorandum. Upon roll call, Yes - James Rea, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

2. Board of County Commissioners - City of Tulsa, for the Fiscal 2023 Funding for Early Settlement Program, replacing CMF #20222043, in the amount of \$47,800 for funding to 6/30/2023 (Clerk's Misc. File No. 20230415)

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

- C. Request to Accept and File - (Board of County Commissioners) - of documents executed in closing on real property located at 211 S. Houston Ave., Tulsa, OK 74127 (a/k/a the Tulsa County Carol Crowson Annex Building), CMF #20230134, including Quit-Claim Deed, Affidavit of Identity, Closing Affidavit, Compliance Agreement, Owner in Possession Affidavit, Privacy Policy Notice, Owner/Seller Affidavit, Certification of Non-Foreign Person Status, Special Assessment Affidavit, Seller's Authorization and Instruction for Delivery of Proceeds and Seller's Final Closing Statement (Clerk's Misc. File No. 20230416)

Motion made by James Rea, seconded by Stan Sallee, to accept and file the closing documents. Upon roll call, Yes - James Rea, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

- D. Requests for Approval

1. Board of County Commissioners - Quit-Claim Deed Conveying Bixby Community Center to the City of Bixby, as per the previously approved "Agreement for the Purchase and Sale of Real Estate" (CMF #20230283) (Clerk's Misc. File No. 20230417)

2. INCOG - of the revised grant amount and allocations to activities for the Tulsa County HOME Consortium HOME-ARP Allocation, CMF #20230369 (Clerk's Misc. File No. 20230418)
3. Tulsa Area Emergency Management Agency (TAEMA) - Oklahoma Department of Emergency Management and Homeland Security, for Outdoor Warning Siren Project, for an increase in the total project to \$187,798.31 due to inflationary costs and confirmation of Tulsa County's matching fund requirements of \$14,435.67 (Clerk's Misc. File No. 20230419)

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

#### E. Resolutions

1. Board of County Commissioners - ARPA Expenditures for New HVAC System for 3rd and 6th Floors of County HQ Building, for the Public Service Unit of the Sheriff's Office, and the County Clerk's use of these floors for improved ventilation and air quality as recommended by The Environmental Protection Agency, the Center for Disease Control, and the National COVID-19 Preparedness Plan (Clerk's Misc. File No. 20230420)

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

2. Drainage District #12 - Directing Drainage Commissioner of District No. 12 to View Drains and Levee and Make Estimate of Money Necessary to Repair and Maintain Improvements for the Fiscal Year 2023-2024 (Clerk's Misc. File No. 20230421)

Motion made by Stan Sallee, seconded by James Rea, to approve the resolution. Upon roll call, Yes - James Rea, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

#### F. Agreements

1. Administrative Services:
  - a. ImageNet Consulting LLC:
    - 1) for lease and service of a Konica Minolta BIZHUB 650I and a Konica Minolta BIZHUB C450I to be located at Juvenile Detention Center, 500 W. Archer, Tulsa, OK 74103, for a monthly rate of \$443.48 (Clerk's Misc. File No. 20230422)
    - 2) for lease and service of three Konica Minolta BIZHUBs, C650I, to be located at the Public Defender's office, Konica Minolta BIZHUB C450I in Parks Office, Konica Minolta BIZHUB C450I in Human Resources, Konica Minolta BIZHUB C450I at Social Services and Konica Minolta BIZHUB C450I at Court Services in David L. Moss, for a monthly rate of \$1,712.45 (Clerk's Misc. File No. 20230423)
  - b. JDYoung Think Healthy Systems, for rental and service of a water filtration system, model/serial number 3i-2037M79136, at a rate of \$46.95 per month for twelve months (Clerk's Misc. File No. 20230424)

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

2. Board of County Commissioners - TCF Greater Tulsa, LLC, ARPA subrecipient, in the amount of \$3,000,000, CMF #20211251, to provide funding for an incentive for direct flight connections from Tulsa International Airport to U.S. cities to support economic development and job creation (Clerk's Misc. File No. 20230425)

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

3. Parks - City Gate Entertainment, for use of Chandler Park Reception Room & Rock Face on 4/21/2023 to film a Disabled Veterans TV Commercial from 7:00 a.m. to 5:00 p.m.; fee of \$750 (Clerk's Misc. File No. 20230426)

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

4. Sheriff:

- a. Brightly Software, Inc., for SmartGov software subscription and support for Sheriff's Inspections Department at an annual rate of \$26,194.11 through 6/30/2023, with optional 12-month renewals

Motion made by James Rea, seconded by Stan Sallee, to strike this agreement, as requested by the Sheriff. Upon roll call, Yes - James Rea, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

- b. Hertz Car Rental, to grant access to the authorized personnel listed on the agreement for the Ghost Credit Card Program and any charges will be billed directly to the Credit Card Program (Clerk's Misc. File No. 20230427)
- c. Wallace Design Collective, PC, for Civil Engineering design services of a 50' x 80' building with associated utilities to be located at 6500 East 66th Street North, Tulsa, OK 74117; cost for this service is \$5,000 (Clerk's Misc. File No. 20230428)

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

5. Treasurer - CSG Forte Payments, Inc., for payment processing system and services providing credit and debit card payments in the Treasurer's Office (Clerk's Misc. File No. 20230429)

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

#### G. Agreement Renewals

1. Employees' Retirement System of Tulsa County:

- a. Barrow, Hanley, Mewhinney & Strauss, LLC, for renewal of CMF #20220492 for FY 2023-2024 (Clerk's Misc. File No. 20230430)
- b. Phillips Murrah PC, for renewal of CMF #20220296 for FY 2023-2024 (Clerk's Misc. File No. 20230431)
- c. Segall Bryant & Hamill, for renewal of CMF #20220494 for FY 2023-2024 (Clerk's Misc. File No. 20230432)

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

2. Sheriff:

- a. Cintas, for renewal of CMF #20221013 for FY 2023-2024 (Clerk's Misc. File No. 20230433)
- b. Color Free Systems Technologies International, Inc., for renewal of CMF #20220884 for FY 2023-2024 (Clerk's Misc. File No. 20230434)
- c. Hugg & Hall, for renewal of CMF #20222225 for FY 2023-2024 (Clerk's Misc. File No. 20230435)

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

#### H. Inventory Resolutions

1. County Clerk - junked; scanner (Clerk's Misc. File No. 20230436)

2. Juvenile Bureau - junked; computers & washer (Clerk's Misc. File No. 20230437)  
Motion made by James Rea, seconded by Stan Sallee, to approve and authorize execution by the Chairman.  
Upon roll call, Yes - James Rea, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

I. Utility Permits - Engineers:

1. Oklahoma Natural Gas Company, for the crossing at 1650 E. 163rd Pl. in Bixby, OK approximately 1.23 mi. S. and 2.37 mi. E. of the US Hwy. 75 & ST Hwy. 67 junction (Clerk's Misc. File No. 20230438)
2. Public Service Company of Oklahoma, for the overhead transmission line crossings of S. 33rd W. Ave. and W. 21st St. S. at approximately the S. 33rd W. Ave. and W. 21st St. S. junction (Clerk's Misc. File No. 20230439)

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

J. Travel/Training - (IT) - for Joe Lord, Ryan Hamilton and Isaac Foster to attend BSides Cybersecurity conference in Glenpool, OK on 4/5 and 4/7/2023; cost \$575 (Clerk's Misc. File No. 20230440)

Motion made by James Rea, seconded by Stan Sallee, to approve the travel/training. Upon roll call, Yes - James Rea, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

K. Juvenile Bureau Travel/Training to Accept & File - Drug Court Staff, Hayley Garrison and Jordan Bilby to National Association of Drug Court Professionals (NADP) on 6/25-30/2023 in Houston, Texas; cost of \$7,500 (Clerk's Misc. File No. 20230441)

Motion made by Stan Sallee, seconded by James Rea, to accept and file the travel/training. Upon roll call, Yes - James Rea, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

L. Claims (payments for bills to be paid from 3/13-17/2023)

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

M. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 3/20-24/2023

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

N. Consideration and Approval of Construction Program Payments

1. Vision Tulsa County (Clerk's Misc. File No. 20230442)  
Sales Tax/Bond Funded Projects Recommended for Payment

**Creditor:** The Home Depot; **Fund:** PCP02/PJ1066; **Item:** Chandler Park Project B;  
**Purpose:** Materials; **Amt. Paid:** \$36.50

**Creditor:** The Home Depot; **Fund:** PCP02/PJ1066; **Item:** Chandler Park Project B;  
**Purpose:** Materials; **Amt. Paid:** \$522.88

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

O. Public Health Update

There was no one in attendance to present the report.

P. Executive Session - (District Attorney) - Requested by Leana Glenn - 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, to wit: *Tort Suit CJ-2021-01906: Thrasher. v. Tulsa County ex rel. Tulsa County Board of Commissioners* 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 James Rea, seconded by Stan Sallee, to go into Executive Session. Upon roll call, Yes - James Rea, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:55 a.m.

Motion made by James Rea, seconded by Stan Sallee, to reconvene the regular meeting at 10:03 a.m. Upon roll call, Yes - James Rea, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

Q. Discussion and Possible Action Regarding Executive Session Item

Motion made by James Rea, seconded by Stan Sallee, to proceed as discussed in Executive Session, to-wit: *Tort Suit CJ-2021-01906: Thrasher. v. Tulsa County ex rel. Tulsa County Board of Commissioners*. Upon roll call, Yes - James Rea, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20230443)

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 Stan Sallee, seconded by James Rea, to adjourn the meeting. Upon roll call, Yes - James Rea, Stan Sallee, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS

Kelly Dunkerley, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk