

(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 November 14, 2024 at 4:12 p.m.)

MINUTES  
Monday, November 18, 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. 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. PROCLAMATION

- A. Proclaiming Saturday, November 30, 2024 as Small Business Saturday (Clerk's Misc. File No. 20242112)

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.

IV. MINUTES

- A. Board of County Commissioner's Meeting of November 12, 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.

V. REPORTS

- A. Elected Officials:

1. Assessor - Monthly for 10/2024 (Clerk's Misc. File No. 20242113)
2. County Clerk - Monthly for 10/2024 (Clerk's Misc. File No. 20242114)
3. Court Clerk:
  - a. Monthly for 10/2024 (Clerk's Misc. File No. 20242115)
  - b. Monthly Management and Preservation for 10/2024 (Clerk's Misc. File No. 20242116)
4. Treasurer - Depository Summary of Daily Analysis for 10/2024 (Clerk's Misc. File No. 20242117)

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

## VI. UNFINISHED BUSINESS

### A. Bid Awards & Recommendations:

1. Board of County Commissioners - Request for Qualifications for Architect & Engineering Services for OSU Extension Building - Deferred

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

2. Sheriff:

- a. David L. Moss Fire-Rated Glass Installation, to Green Country Glass, LLC, the lowest and best proposal received (Clerk's Misc. File No. 20242118)

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

- b. Uniforms and Accessories - Deferred

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

### B. Amendments

1. Board of County Commissioners - #4 to the agreement with Lilly Architects, PLLC, for Architectural and Engineering Services for the Tulsa County Courthouse Renovation, CMF# 20221790, to cover modifications for temporary judicial and court operations at the Faulkner Building, 303 W. 1st St., Tulsa; cost \$81,365 (Clerk's Misc. File No. 20242119)

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. Tulsa Area Emergency Management Agency (TAEMA) - #3 to the agreement for Grant Services for the Mitigation Project Scoping: Voluntary Buyout and Flood Assessment (Clerk's Misc. File No. 20242120)

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 for Approval - (Budget Division) - for cash flow transfer in the amount of \$896,660.28 from PJ1584 – Retailers Oklahoma Opioid Settlement into PJ1635 – FMA Flood Buyout Assistance – Local Share, for the sole purpose of funding the local match portion of FMA grant awarded to the TAEMA and approved, CMF# 20241557. The expenditures for this grant are expressly related to the Voluntary Buyout Program and will be fully reimbursed by FEMA. This transfer will stay within the Special Projects Fund 300. No portion will be transferred to any other fund. Once the FMA expenditures have been submitted to and fully reimbursed by FEMA, the funds will be transferred back to PJ1584 and will be utilized solely for those qualifying expenditures - Deferred from 11/12/2024

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

- D. Zoning Application Hearing and Possible Action - (Tulsa Metropolitan Area Planning Commission) - CZ-556 and related PUD-869, Applicant: Megan Pasco, Property Owner: Bagwell, Eva Sue Rev Trust, Location: West of the northwest corner of E. 151st St. S. and S. East Ave. The request is to rezone 100 ± acres from AG to RS for residential use. On meeting date of August 7, 2024, TMAPC voted 8-0-0 to recommend that the County

Commission approve the rezoning of 100 ± acres from AG to RS, and from AG to PU-869  
- Deferred from 10/21 and 11/4/2024

Motion made by Kelly Dunkerley, seconded by Karen Keith, to enter into public hearing at 9:40 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Megan Pasco, the applicant, of 5323 S. Lewis Ave., Tulsa, OK 74105, representing Tanner Consulting, LLC, addressed the Memorandum of Understanding presented as a result of the October 29, 2024 meeting with the developer, Tulsa County Inspections, Engineer, INCOG, and Tulsa Area Emergency Management Agency (TAEMA). The Commissioners objected to the language regarding the FEMA 100-year (1%) flood event and reiterated their ongoing concern regarding the cost of raising the access roads above the floodplain. Ms Pasco agreed to revise the Memorandum of Understanding. Ms. Pasco also reiterated that the developer is prepared to fund the road improvements and that approval of the zoning is necessary before the developer can take the next step, and that the developer will have to meet all the Tulsa County codes and ordinances.

Motion made by Karen Keith, seconded by Kelly Dunkerley, to reconvene the regular meeting at 9:50 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

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

## VII. ACTION ITEMS

### A. Resolution on Disposition of Funds/Cash Fund Estimate of Needs (Clerk's Misc. File No. 20242121)

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.

### B. Requests for Approval

#### 1. Engineers:

- a. Floyd Michael Fielding and Mika Suzanne Fielding, to accept the counteroffer of compensation in the amount of \$12,321 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 (Clerk's Misc. File No. 20242122)
- b. John W. Tanner & Lisa S. Tanner, to accept the counteroffer of compensation in the amount of \$24,750 for Tulsa County; Parcel: 3 to acquire permanent right of way of .55 acres plus damages affected by the project at 121st Street South - US75 to Elwood #33567(04) (Clerk's Misc. File No. 20242123)
- c. John W. Tanner & Lisa S. Tanner, to extend a second offer of compensation in the amount of \$57,650 for Tulsa County; Parcel: 5 to acquire permanent right of way of .31 acres plus damages affected by the project at 121st Street South - US75 to Elwood #33567(04) (Clerk's Misc. File No. 20242124)
- d. Jonathan D. Mourney, to accept the counteroffer of compensation in the amount of \$10,000 for Tulsa County; Parcel: 2.0 to acquire permanent right of way of 0.67 acres plus damages affected by the project at 41st Street 137th to Coyote Trail #TC06303820 (Clerk's Misc. File No. 20242125)
- e. Matthew P. Pierce and Julie N. Pierce, to accept the counteroffer of compensation in the amount of \$8,564 for Tulsa County; Parcel: 13.1 to acquire permanent right of way of .08 acres plus damages affected by the

project at 86th St. N. Memorial Drive to US 75 #19TCO01 (Clerk's Misc. File No. 20242126)

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 Saltee. No - None. Abstain - None. Motion carried.

2. Human Resources - of Safety Incentive Program Policy (TCP 130) (Clerk's Misc. File No. 20242127)

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 Saltee. No - None. Abstain - None. Motion carried.

3. INCOG - of HUD Certificate of Consistency - Osage Nation (Clerk's Misc. File No. 20242128)

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 Saltee. No - None. Abstain - None. Motion carried.

C. Resolutions:

1. Board of County Commissioners - Relating to the incurring of indebtedness by the Trustees of the Tulsa County Home Finance Authority; waiving competitive bidding and authorizing the sale of the bonds at a discount; and related matters (Clerk's Misc. File No. 20242129)
2. Drainage District #12 - to Strike the Assessment from the 2021 Tax Roll: Russell Shipley & Barbara Bagwell Parcel #43150-92-08-03640, Item #21-20-5022390-000-0, Assessed Value \$2,640, Tax Amount \$30 Amount to Strike \$30 (Clerk's Misc. File No. 20242130)

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 Saltee. No - None. Abstain - None. Motion carried.

D. Agreements

1. Building Operations:
  - a. Central Garage - Assessor, to provide vehicle maintenance to Assessor office owned vehicle (Clerk's Misc. File No. 20242131)
  - b. Trane U.S., Inc., for the purchase of a Y4C-1 HVAC system for the LaFortune Park Kaiser Library; cost \$8,040 (Clerk's Misc. File No. 20242132)

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 Saltee. No - None. Abstain - None. Motion carried.

2. Parks:
  - a. Buel Leon Reeder, for use of all Tulsa County Parks for Martial Arts classes from 11/18/2024 through 8/25/2025; fee 20% of paid enrollment (Clerk's Misc. File No. 20242133)
  - b. Dancefit, LLC, for use of all Tulsa County Parks for Jazzercise classes from 11/25/2024 through 11/1/2025; fee 20% of paid enrollment (Clerk's Misc. File No. 20242134)
  - c. Linda Layman Agency, Ltd., for the Uniquely You Event at Buddy LaFortune reception room, meeting room #1 and kitchen on 3/1/2025, 6/7/2025, 9/13/2025 and 11/22/2025, from 9:00 a.m. to 3:00 p.m.; total fee \$2,400 (Clerk's Misc. File No. 20242135)

- d. The Bible Study Group, for use of Chandler Park to hold Bible Study classes on 4/27/2025, from 8:00 a.m. to 4:00 p.m.; fee \$875 (Clerk's Misc. File No. 20242136)
- e. Tulsa Schutzhund Club, for use of O'Brien Park for dog training classes from 12/1/2024 through 11/30/2025; fee 20% of paid enrollment (Clerk's Misc. File No. 20242137)
- f. Tulsa Ultimate Federation, for use of Chandler Park Disc Golf and Pavilion 3 to hold a Fundraiser for Alumni Event on 12/4/2024, from 9:00 a.m. to 8:00 p.m.; fee \$168.75 (Clerk's Misc. File No. 20242138)

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 Saltee. No - None. Abstain - None. Motion carried.

#### E. Inventory Resolutions

- 1. Building Operations - Asset Transfer to Social Service - Stainless Steel Work Table (Clerk's Misc. File No. 20242139)
- 2. Court Services - Asset Transfer to Jail County Contribution - Clear room dividers (Clerk's Misc. File No. 20242140)
- 3. Treasurer - Asset disposal: junked - computer equipment (Clerk's Misc. File No. 20242141)

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 Saltee. No - None. Abstain - None. Motion carried.

#### F. Sole Sources

- 1. Building Operations - Midwest Machinery, for Cleaver Brooks, Marley/SPX, and Camus for new equipment and OEM parts (Clerk's Misc. File No. 20242142)
- 2. Procurement and Engineers - Meshek & Associates, LLC, for a custom GIS dashboard and application, base map data (aerial imagery, districts, subdivisions, parcels, floodplains) and Tulsa County databases (projects, signals, driveways, stormwater and lights), for maintenance, updates/alterations and support (Clerk's Misc. File No. 20242143)

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 Saltee. No - None. Abstain - None. Motion carried.

- G. Utility Permit - (Engineers) - Cox Communications, for the parallel of S. 65th W. Ave., approximately 0.13 mi. S. of the S. 65th W. Ave. and W. Skyline Dr. junction (Clerk's Misc. File No. 20242144)

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 Saltee. No - None. Abstain - None. Motion carried.

#### H. 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 Saltee. No - None. Abstain - None. Motion carried.

#### I. 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 Saltee. No - None. Abstain - None. Motion carried.

J. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20242145)

Creditor: Program Management Group, L.L.C; Trust # 244097-59; Item: 10,551-V2025 Program Management; Purpose: Program Administration; Amount Paid: \$25,956

Creditor: Elliott Electric Supply; Trust # 094026-J7; Item: 10,550-PJ1384-Renovation LaFortune Park Trail; Purpose: Inv 134-05102-01 S. Entry Lights; Amount Paid: \$69.17

2. Vision Tulsa County (Clerk's Misc. File No. 20242146)

Sales Tax/Bond Funded Projects Recommended for Payment

Creditor: John A. & Sheila F. Vanaman; Fund #: HW86N/PJ1047; Item: 86th St. N. Improvements Memorial to HWY 75; Purpose: ROWs; Amount Paid: \$15,437

Creditor: Meshek & Assoc., LLC; Fund #: HW86N/PJ1047; Item: 86th St. N. Improvements Memorial to HWY 75; Purpose: ROWs; Amount Paid: \$4,072.50

Creditor: Walter P. Moore; Fund #: H41SO/PJ1030; Item: 41st St. Improvements 137th W. Ave. to 193rd W Ave.; Purpose: Design; Amount Paid: \$3,673.39

Creditor: Guy Engineering; Fund #: H193E/PJ1028; Item: 31st, 41st, 51st Roundabouts on 193rd (County Line); Purpose: Design; Amount Paid: \$1,576.99

Sales Tax Funded Projects Recommended for Payment

Creditor: Meshek & Assoc., LLC; Fund HLV13/PJ1083; Item: Jenks/Hager Creek Levee & Road Improvements; Purpose: Design; Amount Paid: \$3,328

Creditor: Interworks, Inc.; Fund: ITSSN/PJ1598; Item: IT Servers, Storage, Network Switch; Purpose: Materials; Amount Paid \$149,193.92

Creditor: Interworks, Inc.; Fund: ITSSN/PJ1598; Item: IT Servers, Storage, Network Switch; Purpose: Materials; Amt Paid \$21,376.42

Creditor: Program Management Group, LLC; Fund#: ADMIN/PJ1001; Item: Vision Tulsa County Administration; Purpose: Administration; Amount Paid: \$5,048

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.

K. 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. 20242147)

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

L. Juvenile Detention Home Update to Accept & File for 11/6-13/2024 (Clerk's Misc. File No. 20242148)

David Parker gave the following update:

- Staffing: We have interviewed four potential candidates. Two of them will be moving forward to the second phase of the hiring process.
- Meeting: We met with Tulsa Metropolitan Restorative Justice Oklahoma to discuss potential cognitive programming they could provide. We await further communications.
- Facility Management Software: We are currently evaluating another demo and are close to identifying one that meets our facility's needs while staying within our budget constraints. We would like to extend our thanks to Alan Vanderburg and the rest of our I.T. department for their continued support.
- Current Facility Population Report: Charges/# Residents charged:

First Degree Murder – 1; Possession Firearm Minor Misd. – 2; Larceny of Vehicle – 5; Shooting with Intent to Kill – 1; Burglary III – 1; Burglary II – 1; Burglary I – 1; Assault & Battery – 1; Obstruction of Public Office – 3; Runaway – 1; Assault and Battery w/dangerous weapon – 2; Robbery with firearm – 1

Motion made by Karen Keith, seconded by Kelly Dunkerley, to accept and file the update. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried

- M. Executive Session - (Commissioner Saltee) - Pursuant to 51 O.S. § 307(B)(1), I am requesting an executive session for a discussion concerning the offer of employment, hiring, appointment and/or promotion of Robert Harmon for the position of Grant Writer

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

Executive Session commenced at 9:58 a.m.

Motion made by Kelly Dunkerley, seconded by Karen Keith, to reconvene the regular meeting at 10:18 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

N. Discussion and Possible Action Regarding Executive Session Item

Motion made by Karen Keith, seconded by Kelly Dunkerley, to authorize the Director of Human Resources, Kathy Burrows, to move forward with an offer of employment, as discussed in Executive Session. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20242149)

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

BOARD OF COUNTY COMMISSIONERS

Stan Sallee, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk