

(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 October 11, 2024 at 9:21 a.m.)

MINUTES  
Monday, October 14, 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: Michael Willis, County Clerk.

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 October 7, 2024

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.

IV. REPORTS

A. Elected Officials:

1. Assessor - Revolving Fund for 9/2024 (Clerk's Misc. File No. 20241920)
2. County Clerk:
  - a. Monthly for 9/2024 (Clerk's Misc. File No. 20241921)
  - b. Quarterly E-911 for 7/1/2024 - 9/30/2024 (Clerk's Misc. File No. 20241922)
3. Court Clerk
  - a. Monthly for 9/2024 (Clerk's Misc. File No. 20241923)
  - b. Monthly Management and Preservation for 9/2024 (Clerk's Misc. File No. 20241924)

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

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

2. Highways - Asphalt Overlay, to APAC-Central, Inc., the lowest and best bid received (Clerk's Misc. File No. 20241925)

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

- B. Addendum - Building Operations, #1 to the Request to Advertise for Tulsa County Courthouse Elevator Assessment and Repair, set to open on 10/21/2024, to provide answers to vendor questions (Clerk's Misc. File No. 20241926)

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

C. Amendments

1. Board of County Commissioners - #3 to the agreement with Lilly Architects, PLLC, for Architectural and Engineering Services for the Tulsa County Courthouse Renovation, CMF #20221790, to add an Existing Conditions Scope of Work for the Faulkner Building, to determine the feasibility of accommodating temporary courtrooms and swing spaces within the Faulkner Building during the construction phase of the Tulsa County Courthouse renovation; cost \$13,328.64 (Clerk's Misc. File No. 20241927)
2. Engineers - #7 to the agreement with Guy Engineering Services, Inc., for improvements to 193rd E. Avenue Roundabouts, CMF #245534, the most recent amendment, CMF #20241104, to change the design of the currently proposed storm sewer system, to avoid relocating the Verizon 10" pipeline, increasing the contract by \$22,479, bringing the total contract amount to \$953,807 (Clerk's Misc. File No. 20241928)
3. Sheriff:
  - a. #1 to the Request to Advertise, CMF #20241902, for the David L. Moss Fire-Rated Glass Installation, to update key bid dates while maintaining all other terms and conditions as originally specified (Clerk's Misc. File No. 20241929)
  - b. #2 to the award for Commissary items to Keefe Group, CMF #20231782, to exercise the option to renew for an additional one-year period beginning 10/23/2024, with no changes to the terms (Clerk's Misc. File No. 20241930)

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.

- D. Change Order - (Sheriff) - #1 to the agreement with Green Country Glass, LLC, for the replacement of Security Glass at David L. Moss, CMF #20231901, to replace the doors to accommodate the weight of the ballistic glazing, increasing the contract sum by \$10,640, for a new contract Sum of \$145,640 (Clerk's Misc. File No. 20241931)

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

## VI. ACTION ITEMS

- A. Reappointment - (Board of County Commissioners) - Commissioner Sallee of LaTonya Cundiff to the Tulsa County Home Finance Authority; term to expire 10/16/2029 (Clerk's Misc. File No. 20241932)

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

B. Requests for Approval

1. Administrative Services - JD Young Technologies, of the installation plan for the Canon OCE TITAN 6330TP printer, CMF #20241606 (Clerk's Misc. File No. 20241933)
2. Engineers - Oklahoma Department of Transportation, for project management and acquisition services of parcels 1, 7, 8, 9, and 22 for J/P #33567(04), Project 121st St. S., Highway 75 - Elwood, in the amount of \$11,062.50 (Clerk's Misc. File No. 20241934)
3. Parks - of donations of pumpkins, candy and cookies from Lowe's, Pumpkin Town Farms, Pleasant Valley Farms and Walmart, total value of \$600, to be used at the 2024 "Haunting on the Hill" event on 10/26/2024 at Chandler Park (Clerk's Misc. File No. 20241935)
4. Tulsa Area Emergency Management Agency, (TAEMA), United States Environmental Protection Agency (EPA), for consent to access property at Flatrock Creek, Parcel ID: 90214-02-14-14390 (Clerk's Misc. File No. 20241936)

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.

C. Resolution

1. Board of County Commissioners - authorizing application for Rural Economic Action Plan (REAP) Grant from The Indian Nations Council of Governments (INCOG) (Clerk's Misc. File No. 20241937)
2. Engineers - to request a public hearing to close and vacate a portion of North 105th East Avenue which is no longer needed for public use to be held on Tuesday, November 12, 2024 at 8:30 a.m. in room 132 of the Tulsa County Headquarters Building, 218 W. 6th Street, Tulsa, OK (Clerk's Misc. File No. 20241938)

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.

- D. Tort Claim - (District Attorney) - TC-2024-43 Claimant: Andrew Heisig for \$1,569.08 in connection to an incident on 8/26/2024, wherein their vehicle was struck by a Tulsa County truck (Clerk's Misc. File No. 20241939)

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

E. Agreements

1. Katie Pate Art, to provide concessions at all Tulsa County Parks from 10/21/2024 through 10/20/2025; Art/Plant Vendor fee as outlined in the Tulsa County Parks Fee Schedule (Clerk's Misc. File No. 20241940)
2. Sheriff - International Association of Chiefs of Police, (IACP), for eleven Corporal Testing examinations; cost \$1,500 (Clerk's Misc. File No. 20241941)

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.

- F. Request to Advertise for Bids - (Sheriff) - Uniforms and Accessories (Clerk's Misc. File No. 20241942)

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

G. Inventory Resolutions:

1. County Clerk - Asset disposal: junked - computer (Clerk's Misc. File No. 20241943)
2. Sheriff - Asset disposal: junked - stationary bike (Clerk's Misc. File No. 20241944)

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. Sole Sources

1. Highways - Diesel Laptops, LLC, for diagnostic systems, support, subscriptions/licensing, parts, and maintenance to the diagnostic hardware and software system to maintain the annual subscription/licensing, parts and service without compromising the manufacturer's warranty (Clerk's Misc. File No. 20241945)
2. Sheriff - Broncho Company, dba Electric Power Door, for doors, hardware and service for the hydraulic folding doors used at David L. Moss available through one distributor, Royal Overhead Door of Mabelvale, AR, who is authorized to provide sales, installation and service for their products (Clerk's Misc. File No. 20241946)

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.

- I. Utility Permit - (Engineers) - Cox Communications, for the cross of S. 65th W. Ave., approximately 0.44 mi. N. of the S. 65th W. Ave. and W. 41st St. junction (Clerk's Misc. File No. 20241947)

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.

J. Travel/Training

1. Engineers:
  - a. Ian Cyr, to amend the previously approved amount of \$3,000, CMF #20241013, to an amount not to exceed \$6,000 (or an increase of \$3,000) to travel and attend training, conferences, and meetings, both in-county and out-of-county, on an as-needed basis for County business for the period of 7/1/2024 through 6/30/2025. Expenses may include, but are not limited to, registration, lodging, per diem, airfare, parking, and general transportation. This increase is driven by the need for Ian to become trained and certified as a bridge inspector, as discussed with the Board in the 9/12/2024 Management Conference meeting (Clerk's Misc. File No. 20241948)
  - b. Alex Mills, to amend the previously approved amount of \$6,000, CMF #20241012, to an amount not to exceed \$9,500 (or an increase of \$3,500) to travel and attend training, conferences, and meetings, both in-county and out-of-county, on an as-needed basis for County business for the period of 7/1/2024 through 6/30/2025. Expenses may include, but are not limited to, registration, lodging, per diem, airfare, parking, and general transportation. This increase is driven by the need for Alex to become trained and certified as a bridge inspector, as discussed with the Board in the 9/12/2024 Management Conference meeting (Clerk's Misc. File No. 20241949)
2. IT - Dan Pease to the Oklahoma Digital Government Summit in OKC, OK on 12/1/2024; cost \$170 (Clerk's Misc. File No. 20241950)

3. Juvenile Detention Home - Carrie Lloyd and Laure Adams to the 2024 OJDA Conference in Watonga, OK on 10/16-18/2024; cost \$1,000 (Clerk's Misc. File No. 20241951)

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

4. OSU Extension - Hannah Hough to OSU Extension STEP Onboarding In-Service in Stillwater, OK on 10/20-22/2024; cost \$290 (Clerk's Misc. File No. 20241952)

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

#### K. Claims

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 Sallee. No - None. Abstain - None. Motion carried.

#### L. Payroll claims - Biweekly for 09/21/2024 - 10/04/2024

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.

#### M. 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 Sallee. No - None. Abstain - None. Motion carried.

#### N. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20241953)  
Creditor: Program Management; Trust # 244097-59; Item: 10,543-Vision 2025  
Program Management; Purpose: Program Administration; Amount Paid: \$26,526.30
2. Vision Tulsa County (Clerk's Misc. File No. 20241954)  
**Sales Tax/Bond Funded Projects Recommended for Payment**  
Creditor: Meshek & Assoc., LLC; Fund#: HW86N/PJ1047; Item: 86th St. N.  
Improvements Memorial to HWY 75; Purpose: ROWs; Amount Paid: \$2,818.75

Creditor: On Call Services & Rentals; Fund H171S/PJ1027; Item: 171st St. S.  
Improvements US Hwy 64 to 161st E. Ave.; Purpose: Construction; Amount Paid:  
\$126.77

#### **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: \$3,256

Creditor: Program Management Group, LLC; Fund#: ADMIN/PJ1001; Item: Vision  
Tulsa County Administration; Purpose: Administration; Amount Paid: \$9,295

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.

O. Juvenile Detention Home Update to Accept & File (Clerk's Misc. File No. 20241955)

David Parker presented the following update.

Juvenile Detention Operations:

- Meeting with Sara Coffey Assistant Clinical Professor of Psychiatry and Behavioral Sciences at Oklahoma State University Center for Health Sciences to discuss partnerships.
- Staffing: We scheduled interviews with five potential candidates. Out of these, three candidates have been selected to move forward to the next step in the employment process.
- Master Roster: October 5, 2024 Master Roster was initiated.
- Press Conference: Conducted additional interviews with the media regarding licensing update and continued commitment for transparency.
- Charges/# Residents Charged:

First Degree Murder - 2; Minor in Possession of Weapon Misd - 1; Larceny of Vehicle - 2; Shooting with Intent to Kill - 3; Robbery w/firearm - 1; Assault w/dangerous weapon - 3; Possession of Stolen Vehicle - 2; Burglary III - 1; Burglary II - 2; Domestic Assault w/dangerous weapon - 2; Obstruction of a Police Officer - 3; Aggravated Assault & Battery - 1

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

- P. Executive Session - (District Attorney) - Requested by Douglas 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: *Pendergraft v. The Board of County Commissioners of Tulsa County, Oklahoma*, 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 Kelly Dunkerley, to go into Executive Session. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:50 a.m.

Motion made by Karen Keith, seconded by Kelly Dunkerley, to reconvene the regular meeting at 9:55 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Q. Discussion and Possible Action Regarding Executive Session Item

Motion made by Kelly Dunkerley, seconded by Karen Keith, to grant settlement authority to Douglas Wilson, Assistant District Attorney, up to the amount discussed in Executive Session, to-wit: Tort Claim TC-2024-13: *Jeremy Pendergraft v. Board of County Commissioners of Tulsa County, Oklahoma*. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20241956)

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

BOARD OF COUNTY COMMISSIONERS

Stan Sallee, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk