

(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 24, 2024 at 2:49 p.m.)

MINUTES  
Monday, October 28, 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. Whereas, the Carson Wilson Right Forrester Shoemaker American Legion Post 1, Oklahoma's first American Legion Post, is honoring Korean War Veterans on November 2, 2024, at 11 a.m., 1120 East 8th Street, Tulsa, OK, at their inaugural *Ambassador of Peace Medal Day* ceremony under the leadership of Commander Laurie Nidifer and Past Commander Lisa A. Milner, the Board of County Commissioners of the County of Tulsa is encouraging all citizens to join with them as they celebrate Saturday, November 2, 2024, as Korean War Veteran's Ambassador of Peace Medal Day (Clerk's Misc. File No. 20242013)

Commissioner Keith introduced the Proclamation. Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve the Proclamation. 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 October 21, 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.

V. UNFINISHED BUSINESS

- A. Bid Awards & Recommendations:

1. Board of County Commissioners - Request for Qualifications for Architect & Engineering Services for OSU Extension Building - Deferred
2. Building Operations - Request for Proposals for Tulsa County Courthouse Elevator Assessment & Repair - Deferred

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

- B. Addendum - (Sheriff) - #1 to the request to advertise for Uniforms and Accessories, to provide a Revised Bid Form to include additional items to Section 6: Polo Shirts with Embroidery (Clerk's Misc. File No. 20242014)

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. Motion carried.

## VI. ACTION ITEMS

- A. New or Replacement Procurement Officers - (Sheriff) - designating Brooklyn Shavney as new receiving specialist for cost centers CC 3600 and CC 3644 (Clerk's Misc. File No. 20242015)
- B. Memorandum of Understanding - (Sheriff) - ONEOK, Inc., granting ONEOK, Inc., access to the radio frequency OKWIN - TCSO - Dispatch A Main - for the purpose of utilizing communication channels for employees and contractors (Clerk's Misc. File No. 20242016)

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. Requests for Approval

1. Engineers - Acceptance of Right-of-Way Easement in Tulsa County from David and Deborah Allen (CLS-56) (Clerk's Misc. File No. 20242017)
2. Human Resources - Revocation of Tulsa County Policy, Pest Control in County Buildings (TCP 014) (Clerk's Misc. File No. 20242018)

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.

### D. Resolutions

1. Board of County Commissioners - correcting Zoning Application for Greenhill Properties, CZ-543 with related PUD-867, approved 11/20/2023, CMF #20231922, to amend the legal description of PUD-867 (Clerk's Misc. File No. 20242019)

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.

2. Tulsa Area Emergency Management Agency (TAEMA):
  - a. Proclaiming that an extreme fire danger exists in Tulsa County, and that an immediate burn ban exists in Tulsa County. This situation has been verified by a documented concurrence of the majority of the County's municipal and rural fire chiefs or their delegates, and is effective immediately for a period not to exceed 7 days (Clerk's Misc. File No. 20242020)
  - b. Authorizing Michael Craddock to sign on behalf of the Board of County Commissioners at the designated closing of the real property located at 4522 W. Mockingbird Lane, Sand Springs, OK 74063, for the Voluntary Buyout Program #1002 - Adair (Clerk's Misc. File No. 20242022)
  - c. Authorizing Michael Craddock to sign on behalf of the Board of County Commissioners at the designated closing of the real property located at 227 N. 44th W. Ave., Tulsa, OK 74127, for the Voluntary Buy-out Program #977 - Huddleston (Clerk's Misc. File No. 20242021)

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.

E. Agreements

1. Board of County Commissioners - Indian Nations Council of Government, (INCOG), for Community Development by making improvements to Oakhurst Road, W. 61st St. S., using Rural Economic Action Plan Funds (REAP) - Transportation, not to exceed \$111,600 (Clerk's Misc. File No. 20242023)
2. Parks - Mita's Foundation, for use of LaFortune Park SE Pavilion to hold a Day of the Dead 5K Walk/Run on 11/3/ 2024, from 7:30 a.m. to 2:00 p.m.; fee \$112.50 (Clerk's Misc. File No. 20242024)

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. Inventory Resolution - (Building Operations) - Asset transfer to Parks: utility tractor (Clerk's Misc. File No. 20242025)

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) - ONE Gas, Inc., for the crossing of E. 161st Street South, approximately 0.99 mi. S. & 2.18 E. of the US 75 & SH 67 junction (Clerk's Misc. File No. 20242026)

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. Travel/Training - (IT) - Dan Pease, to the Government CIO Roundtable on 12/1-4/2024 in Kiawah Island, SC; cost \$500 (Clerk's Misc. File No. 20242027)

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

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

J. Payroll claims

1. Biweekly for 10/5-18/2024
2. Monthly for October, 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 Saltee. No - None. Abstain - None. Motion carried.

K. 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.

L. Consideration and Approval of Construction Program Payments

1. Vision 2025  
Creditor: Home Depot Credit Services; Trust # 094026-J7; Item: 10,549-PJ1384 - Renovation LaFortune Park Trail; Purpose: PJ1384 Inv #1441885 S. Entry Lighting; Amount Paid: \$181.25

Creditor: Home Depot Credit Services; Trust # 094026-J7; Item: 10,548-PJ1384 - Renovation LaFortune Park Trail; Purpose: Credit PH1384 Inv #1441885 S. Entry Lighting; Amount Paid: \$ -181.25

Motion made by Karen Keith, seconded by Kelly Dunkerley, to strike the construction program payments. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- M. 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. 20242028)

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

- N. Juvenile Detention Home Update to Accept & File for 10/16-23/2024 (Clerk's Misc. File No. 20242029)

David Parker gave the following update: Current Facility Population Report: First Degree Murder – 1; Minor in Possession of Weapon Misd – 1; Larceny of Vehicle – 2; Grand Larceny – 1; Domestic abuse by strangulation – 1; Shooting with Intent to Kill – 2; Robbery w/firearm – 2; Burglary III Burglary I Burglary II – 1; Domestic Assault w/dangerous weapon – 1; Obstruction of a Police Officer – 1; Minor in Possession of Weapon after adjudication – 1; Threatening act of violence – 1; Unauthorized of a motor vehicle – 1; Runaway – 1; Assault and Battery – 2

- Appleseed Tour: Conducted a tour of our Education Hall, Outside Recreational Area, Unit A, Gym, Food Service, and CIC. Attendees were Leslie Briggs, Emily Turner, Seth McIntosh, and David Parker
- Staffing: I interviewed six potential candidates in total. Four will be moving forward to the next step of employment, while two are still waiting. The Recreational Supervisor's start date is October 23, 2024
- Policy and Procedure: We are still actively working on updating and improving our policies and procedures
- Operational Comparison: Over the past three months, grievances have significantly decreased compared to the three months prior to our takeover, dropping from 78 in May, June, and July to 30 from August to today. Similarly, juvenile disciplinary incidents have reduced from 147 in the three months to 39 in the same subsequent period

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.

- O. Discussion and possible action - (Commissioner Sallee) - for staffing, performance and financial audits of the Tulsa County Detention Home and Juvenile Bureau (Clerk's Misc. File No. 20242030)

Commissioner Sallee advised the members of the need to evaluate the current staffing levels, staff positions and budget for both the Juvenile Bureau and the Juvenile Detention Home prior to the next budget cycle to ensure adequate staffing and funding for both departments. Motion made by Kelly Dunkerley, seconded by Karen Keith, to proceed. Upon roll call, Yes - Kelly Dunkerley, 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: *Eldon Shea Heble, Workers' Compensation unrepresented 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 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 9:59 a.m.

Motion made by Karen Keith, seconded by Kelly Dunkerley, to reconvene the regular meeting at 10:04 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 Karen Keith, seconded by Kelly Dunkerley, to grant settlement authority to Jay McAtee up to the amount discussed in Executive Session, to-wit: *Eldon Shea Heble, Worker's Comp. unrepresented claim*. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20242031)

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 Kelly Dunkerley, seconded by Karen Keith, 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