



DELAWARE COUNTY COMMISSIONER'S MEETING MINUTES

JUNE 8, 2021

The Board of County Commissioners of Delaware County met in Regular Session at 9:01 a.m. on June 8, 2021. The agenda was posted June 7, 2021 at 9:00 a.m. and placed in the kiosk located on the courthouse lawn as well as the county website. Members of the Board present were Commissioner David Poindexter-Chairman, Commissioner Jake Callihan-Member, and Commissioner Martin Kirk-Member and County Clerk Barbara Barnes-Secretary. The Board of Delaware County Commissioners is hereby authorized to act on the following items:

AGENDA #1- A motion was made by Commissioner Kirk and seconded by Commissioner Callihan to approve the minutes of the Regular Meeting dated JUNE 1, 2021. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried.

AGENDA #2-A motion was made by Commissioner Kirk and seconded by Commissioner Callihan to approve payment of claims submitted by the County Clerk's Office. 2020-2021: Crt Clk Revolving 135, NATIONAL BUSINESS FURNITURE CO, 2574.64, OFFICE FURNITURE136, QUILL CORPORATION, 587.78, OFFICE SUPPLIES137, OK COURT CLERK ASSOC, 275.00, ANNUAL DUES; Donations 18, AEP, PUBLIC SERVICE CO. OF OKLA., 403.19, ELECTRIC SERVICE; Emergency Mgmt 51, JOMOWX, 1625.00, COMPUTER EQUIP52, OTC, 45.50, TAG & TITLE; General 3444, GRAND SAVINGS BANK, 30.00, BOX RENT3445, U.S. POSTMASTER, 212.00, BOX RENT3446, GRAND LAKE TELECOMMUNICATIONS, 45.00, INTERNET3447, LAKELAND OFFICE SYSTEMS, 170.61, COPIES3448, GRAND TELEPHONE CO., 258.88, TELEPHONE SERVICE3449, U.S. POSTMASTER, 122.00, BOX RENT3450, XIONG, MAY KOU, 15.00, PER DIEM3451, WILL, JULIE L., 15.00, PER DIEM3452, DOZIER, SONYA S., 15.00, PER DIEM3453, ELLIS-COOK, LARENA, 188.85, TRAVEL3454, HAMPTON INN, 288.00, LODGING3455, GRANDTELEPHONECO.,227.11,TELEPHONESERVICE3456,GRANDLAKETELECOMMUNICATIONS, 95.00, INTERNET SERVICE3457, HOMETOWN BOTTLED WATER SERVICE, 69.00, WATER/RENT3458, TUDER, WAYNE, 305.76, REVAL TRAVEL3459, GOINS, VINCENT G., 267.68, REVAL TRAVEL3460, PRICE, JAY J., 196.00, REVAL TRAVEL3461, PRICE, JAY J., 194.25, TRAVEL3462, SCOTT, SAMMI B., 230.28, TRAVEL3463, JEFFRIES, CHANDRA D., 15.00, PER DIEM3464, HAMPTON INN, 192.00, LODGING3465, AAVCOR, 38.00, DRUG TESTING3466, AAVCOR, 38.00, DRUG TESTING3467, AAVCOR, 38.00, DRUG TESTING3468, AF3 TECHNICAL SOLUTIONS, 3824.96, COMPUTER3469, BOLT FIBER OPTICS SERVICES, 1450.00, INTERNET3470, JAY UTILITIES AUTHORITY, 3379.89, UTILITIES3471, GRAND TELEPHONE CO., 45.08, TELEPHONE SERVICE3472, GRAND TELEPHONE CO., 170.89, TELEPHONE SERVICE3473, GRAND LAKE TELECOMMUNICATIONS, 90.00, INTERNET3474, U.S. POSTMASTER, 122.00, BOX RENT3475, CLIFFORD POWER SYSTEMS INC., 2604.72, GENERATOR3476, GRAND LAKE TELECOMMUNICATIONS, 100.00, INTERNET3477, GRAND TELEPHONE CO., 166.01, TELEPHONE SERVICE3478, HOMETOWN BOTTLED WATER SERVICE, 8.00, RENT3479, THE AMERICAN, 34.70, PUBLICATIONS3480, HOMETOWN BOTTLED WATER SERVICE, 7.00, WATER3481, U.S. POSTMASTER, 122.00, BOX RENT3482, SECRETARY OF STATE, 10.00, NOTARY3483, PATTERSON INSURANCE SERVICE INC., 30.00, NOTARY3484, ULINE INC, 319.90, SUPPLIES3485, GRAND LAKE TELECOMMUNICATIONS, 35.00, INTERNET3486, CLAWSON, SCOTT, 253.68, TRAVEL3487, CREEKKILLER, JEN, 55.33, TRAVEL3488, GRAND TELEPHONE CO., 141.55, MONTHLY SERVICE3489, GRAND LAKE TELECOMMUNICATIONS, 85.00, MONTHLY SERVICE3490, U.S. POSTMASTER, 212.00, BOX RENT; Health 282, BRINGARDNER, LANA, 108.64, TRAVEL283, KILLION, DEIDRA, 51.52, TRAVEL284, AEP, PUBLIC SERVICE CO. OF OKLA., 314.13, ELECTRIC SERVICE285, GOFF, DEBRAH, 800.00, JANITORIAL SERVICE286, GRAND TELEPHONE CO., 255.40, TELEPHONE SERVICE287, GRAND LAKE TELECOMMUNICATIONS, 60.00, INTERNET288, JAY UTILITIES AUTHORITY, 215.98, UTILITIES289, GRAND LAKE LOCK & SAFE, 125.00, REPAIR290, HOMETOWN BOTTLED WATER SERVICE, 27.95, WATER/RENT291, QUILL CORPORATION, 285.96, OFFICE SUPPLIES292, AIR WISE HEATING AND AIR, 164.98, HEATING & AIR COND.293, PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC, 271.96, POSTAGE SUPPLIES; Highway 1936, UNIFIRST, 262.28, UNIFORMS1937, KATNER MILLS (NAPA), 434.66, MISC1938, O-REILLY AUTOMOTIVE INC., 302.51, MISC1939, LOWE S, 226.79, MISC1940, SISCO TRUE-VALUE HARDWARE, 107.13, MISC1941, CINTAS FIRST AID & SAFETY, 88.52, FIRST AID SUPPLIES1942, AEP, PUBLIC SERVICE CO. OF OKLA., 239.77, ELECTRIC SERVICE1943, BOLT FIBER, 154.97, UTILITIES1944, CATERPILLAR FINANCIAL SERVICES CORP., 1603.35, LEASE/PUR1945, AAVCOR, 80.00, RANDOM DRUG TESTING1946, TRACTOR SUPPLY, 287.28, 1947, EUCHA TIRE SHOP, 195.00, MISC1948, UNIFIRST, 213.82, UNIFORMS1949, HOMETOWN BOTTLED WATER SERVICE, 97.25, WATER/RENT1950, AEP, PUBLIC SERVICE CO. OF OKLA., 189.61, ELECTRIC SERVICE1951, CUSTOM PRODUCTS CORP., 1425.30, SIGNS1952, AAVCOR, 38.00, DRUG TESTING1953, KEMP STONE CO INC., 1344.95, ROAD MATERIALS1954, YELLOWHOUSE MACHINERY CO., 82.15, PARTS1955, LONGAN CONSTRUCTION, 1596.00, ROAD MATERIAL1956, THE SHOP AT GRAND LAKE, 110.00, COMPUTER REPAIRS1957, WELCH STATEBANK,2080.93,LEASE/PUR1958,GRANDSAVINGSBANK,5407.86,LEASE/PUR1959,ARMSTRONGBANK,2552.45,LEASE/PURCH1960, SNB BANK, 5126.58, LEASE/PUR1961, T & W TIRES LLC, 2407.80, TIRES; ML Fee 17, HARVEST FIELDS VENDING, 12.50, WATER/RENT; Mtg Cert 34, HARVEST FIELDS VENDING, 12.49, WATER/RENT; Rural Fire-ST 1160, AEP, PUBLIC SERVICE CO. OF OKLA., 99.91, UTILITIES1161, BERNICE PUBLIC WORKS AUTHORITY, 23.75, UTILITIES1162, EMERGENCY APPARATUS MAINTENANCE, 790.63, PUMP TESTING1163, ALERT360, 22.00, SECURITY SYSTEM/REPAIR1164, CITY OF GROVE, 400.00, DISPATCH SERVICE1165, BOLT FIBER OPTICS SERVICES, 49.99, MONTHLY SERVICE1166, AT&T, 210.25, LONG DISTANCE SERVICE1167, SBA STEEL LLC, 158.02, RENT1168, CITY OF GROVE, 400.00, DISPATCH SERVICE1169, KANSAS BUILDING SUPPLY INC., 76.48, BLANKET1170, VERIZON WIRELESS, 111.37, WIRELESS

SERVICE1171, MAY, MICHAEL, 375.00, LAWN CARE1172, AMERICAN AED, LLC, 1467.00, FIRE DEPT GEAR1173, SST, 170.29, TELEPHONE SERVICE1174, THE BURROWS AGENCY, 126.00, INSURANCE1175, PARTS CITY LTE, 116.47, BLANKET1176, CHEROKEE TERMITE AND PEST CONTROL, 95.00, PEST CONTROL1177, STEELE COMMUNICATIONS INC, 900.00, RADIO1178, KANSAS BUILDING SUPPLY INC., 3899.41, BUILDING SUPPLIES1179, TRIPLE B GARAGE DOOR LLC, 1131.00, EQUIPMENT INSTALLATION1180, BOLT FIBER OPTICS SERVICES, 49.99, MONTHLY SERVICE1181, RADIOPHONE, 1231.28, RADIO & ACCESSORIES1182, EVS MID-SOUTH, 1181.70, FIRE DEPT BUNKER GEAR. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried.

AGENDA #3- A motion was made by Commissioner Kirk and seconded by Commissioner Callihan to approve all monthly reports submitted by Officers. Roll Call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried. Report submitted by Election Board.

AGENDA #4-A motion was made by Commissioner Kirk and seconded by Commissioner Callihan for approval of the 308 monthly apportionments. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried.

AGENDA #5-A motion was made by Commissioner Kirk and seconded by Commissioner Callihan to approve Hearing Human Resources Vici Cossairt on current status regarding families first Coronavirus. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried. Vicki Cossairt, HR Director, reported that there have been 4695 diagnosed cases of COVID increased by 14 from last week; 94 deaths no increase from last week; 4559 recovered increased by 10 from last week; 22 active cases increase of 4 from last week. Commissioner Poindexter had asked me last week how many had been tested and that is not a number that is tracked on the site but I did locate how many have been vaccinated first dose 1,336,335 and fully vaccinated 2,965,000 for the state of Oklahoma.

AGENDA #6-A motion was made by Commissioner Kirk and seconded by Commissioner Callihan for approval to discuss and review the County's policies in relation to COVID-19 and take action to modify those policies as needed. Roll Call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried. Commissioner Callihan confirmed with EM Director that the Touchless Temperature Scanner has been ordered.

AGENDA #7-A motion was made by Commissioner Kirk and seconded by Commissioner Callihan approval of discussion with possible action from Human Resources, report by Vicki Cossairt HR Director, regarding supervisor training, costs of open positions, bi-monthly payroll, time sheets deadlines, and payroll exceptions. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried. Vicki Cossairt reports, first item when I came to work for the county, I had 5-year goals and 10-year goals – one of those goals is to digitize the personnel files. I would like to introduce Cheyenne Douglas courtesy of the Cherokee nation who is assisting with scanning of employee files and its very encouraging she is already finished with the first 4 letters of the alphabet. Second item: DOT requires supervisor training have 2 hours drug random drug screening and reasonable suspicion training and normally we have to go to Tulsa for that. I have been working with Aavcor and he is offering the training for all to do the training for one \$90 fee as opposed to each and may offer a virtual option for more convenience to all the departments. More information to come on that and offer to Ottawa County so the savings is available to both Counties. Third item: The BOCC has in the past asked what our costs are for open positions and staffing turnovers. In the last year from 7/1/2020 to present law enforcement had 49 positions turned over and they have a total of 45 positions in their department. Some of the turnover is expected in that area since it is a high-risk profession. Sheriff took office in January and inherited 17 openings. In the courthouse there are 16 vacancies and 65 for the year. The costs of filling those positions, working short-handed, and training time it's usually 1X the annual salary which is roughly 1.7 million. Now that's not a line item on the budget but it does affect salaries and benefits and the budget overall is impacted and something to keep an eye on. The courthouse had some disabilities and retirements contributing to their openings and I have not worked on the rest of those details yet. Last and fourth item on the HR report: is payroll – we currently pay in advance rather than arrears. For example, last payroll was turned in for the ck we will receive on the 15th. A lot more employees on more shifts trying to calculate in advance what those hours are going to be and through discovery there have been occasions in more than one department where people have been paid three checks before we knew they were gone. Paying benefits, insurance, and taxes so when trying to recover the monies and make those corrections all those areas are affected. Also making adjustments because the projections were different than the actuals take administrative time for more than one department. In 2002 the county transitioned from a monthly pay period to a semi-monthly pay period but they did not transition the time cards to match they are still on the monthly cycle. My suggestion is they match the payroll period and make the payroll period in arrears rather than in advance. The way to accomplish that according to the State auditor's office we can pay the first two weeks payroll as a one-time lump bonus which will not cost the County any money or affect anyone. The payroll will require the time cards submitted in a timely manner which will make things more efficient as well as savings.

A motion was made by Commissioner Kirk and seconded by Commissioner Callihan to pay in arrears rather than in advance beginning with the July 15th payroll with time cards to match pay periods. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried.

AGENDA #8- A motion was made by Commissioner Kirk and seconded by Commissioner Callihan for approval of discussion with possible action for vehicle purchases requested by Delaware County Sheriff's office. (Tabled from 6-1-2021) Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried. Commissioner Callihan inquired what the current inventory on their vehicles are with mileage and the ages of the equipment? The list that is currently on file is more than likely inaccurate per Undersheriff James Beck. Are you updating the list? How many staff drive?

According to Undersheriff James Beck there are (24) sworn employees including deputies, Sheriff, Undersheriff and investigators that drive law enforcement vehicles. Commissioner Kirk inquired if there are any monies available with the new McGirt law for help with transporting? Undersheriff James Beck indicated he asked the Cherokee Nation directly and they said there are no monies or equipment available to help. We are working on other interlocal agreements and ideas for generating revenue like citations. Commissioner Callihan would like to see the updated inventory list especially with mileage. Undersheriff indicated that the majority of all vehicles are over 100,000 except one or two. I can bring it to you later today. Commissioner Callihan would like to table until next week to allow time to review the current inventory before making a decision.

A motion was made by Commissioner Poindexter and seconded by Commissioner Kirk to approve purchase of (4) 2021 Durango Pursuit vehicles (includes Bio-hazard seats, radio system and law enforcement upfit) for \$194,510 purchased with Use Tax. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried.

AGENDA #9- A motion was made by Commissioner Kirk and seconded by Commissioner Callihan for approval of resolution for lease/purchase renewals for Delaware County Rural Fire Departments for fiscal year 2021-2022. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried.

AGENDA #10- A motion was made by Commissioner Callihan and seconded by Commissioner Kirk for approval of invoice submitted by USDA Wildlife Services for the amount of \$2,400 for labor and materials for wildlife damage management for fiscal year 2021-2022. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried.

AGENDA #11- A motion was made by Commissioner Kirk and seconded by Commissioner Callihan for approval to accept the annual extermination service bid. Co. Bid #20-21/07. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried. Grand Pest Control selected for quality of service and they are a local merchant.

AGENDA #12- A motion was made by Commissioner Kirk and seconded by Commissioner Callihan for approval to accept the annual cleaning and paper products bid. Co. Bid #20-21/08. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried. Paperclip selected for quality of service.

AGENDA #13- A motion was made by Commissioner Kirk and seconded by Commissioner Callihan for approval to accept the annual uniform service bid. Co. Bid #20-21/08. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried. Unifirst selected for quality of service.

AGENDA #14- A motion was made by Commissioner Kirk and seconded by Commissioner for approval to open sealed bids on annual election ballots, with possible acceptance. Co. Bid #20-21/09. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried. Mid-west Printing located in Sapulpa, a company that has been providing ballots in the past, 0.14¢ – Royal Printing Co located in OKC 0.13.5¢ – Administrative Services located in Tulsa- "NO BID".

A motion was made by Commissioner Kirk and seconded by Commissioner Callihan to accept Mid-west Printing for quality of services, savings in other services offsets the small price difference of ½ a cent. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried.

AGENDA #15- A motion was made by Commissioner Kirk and seconded by Commissioner Callihan for approval of the Delaware County Treasurers contracts for the 2021-2022 fiscal year as follows: 1. XEROX Two copiers both #7830 models 2. QUADIENT all mail equipment/postage machine/oms software/e-certified software 3. HARVEST FIELDS Coffee/water 4. TM CONSULTING software and support/email/imaging/website: Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried.

AGENDA #16- A motion was made by Commissioner Callihan and seconded by Commissioner Kirk for approval of juvenile detention services agreement between Sequoyah Enterprises and the Delaware County board of Commissioners for fiscal year 2021-2022. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried.

AGENDA #17- A motion was made by Commissioner Poindexter and seconded by Commissioner Callihan for approval to receive and forward to insurance carrier (ACCO) tort claim submitted by David H. Clark of Grove, OK for incident on 2/19/2021 week of the snowfall in District #1. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried. Mail box with stone pillar – snow plow damaged during snow removal.

AGENDA #18-A motion was made by Commissioner Poindexter and seconded by Commissioner Kirk for approval of interlocal agreement between Woodland Shores/Cleora area citizens via Mike Bevins and Delaware County Commissioners District #1 to assist with improvements to public roads. Property owners will donate to Delaware County initially \$8,000 and more funds as needed for material costs for asphalt to overlay to be completed within 90 days from the date all funds are received in full, weather permitting. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried.

AGENDA #19-A motion was made by Commissioner Poindexter and seconded by Commissioner Callihan for approval to set up donation account for 315 Rd adjoining Woodland Shores/Cleora in District #1. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried.

AGENDA #20-A motion was made by Commissioner Kirk and seconded by Commissioner Callihan for approval to receive and file Eastern Oklahoma Library System preliminary fiscal year 2022 budget. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried.

AGENDA #21-A motion was made by Commissioner Kirk and seconded by Commissioner Callihan approval to open the floor for new business. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried. No new business.

AGENDA #22-A motion was made by Commissioner Kirk and seconded by Commissioner Callihan for approval to open the floor for public comments. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried. Mike Major Q1. Why is there not a systematic approach for purchasing vehicles and creating estimate of needs rather than all or nothing? Vehicles should be in the Sheriff's budget.


AGENDA #23-A motion was made by Commissioner Kirk and seconded by Commissioner Callihan to adjourn at 10:12 a.m. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Kirk-yes. Motion carried.

BOARD OF COMMISSIONERS
DELAWARE COUNTY, OKLAHOMA



DAVID POINDEXTER, CHAIRMAN

JAKE CALLIHAN, MEMBER



MARTIN KIRK, MEMBER

ATTEST:



BARBARA BARNES- COUNTY CLERK

