

DELAWARE COUNTY COMMISSIONER'S MEETING

May 5, 2020

The Board of County Commissioners of Delaware County met in Regular Session in the County Commissioner's meeting room in the Delaware County Courthouse at 9:01 a.m. on May 5, 2020. The Agenda was posted May 4, 2020 at 8:43 a.m. and placed in the kiosk located on the courthouse lawn.

Members of the Board present were Commissioner David Poindexter-Chairman, Commissioner Russell Martin-Member, 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 Martin to approve the minutes of the Regular Meeting dated April 28, 2020. Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

AGENDA #2-A motion was made by Commissioner Kirk and seconded by Commissioner Martin to approve payment of claims presented by the County Clerk-Barbara Barnes as follows:

2019-2020 CBRI 58, PRYOR STONE INC., 5600.12, ROAD MATERIALS59, EAGLE RED1-MIX, 588.00, ROAD MATERIALS60, LONGAN CONSTRUCTION, 2795.99, ROAD MATERIALS; Emergency Mgmt 103, COMDATA INC., 364.22, EM MGMT NC104, COMDATA INC., 484.37, FUEL105, COMDATA INC., 72.64, FUEL; General 3215, ELLIS-COOK, LARENA, 79.95, REIMBURSEMENT3216, ELLIS-COOK, LARENA, 61.41, REIMBURSEMENT3217, CLIFFORD POWER SYSTEMS INC., 808.12, GENERATOR3218, COX, DOUGLAS GENE, 5500.00, INMATE MEDICATION3219, OKLAHOMA DEPT OF PUBLIC SAFETY, 350.00, SUBSCRIPTION3220, THE PAPERCLIP OFFICE SUPPLIES, 27.96, COVID-193221, JAY UTILITIES AUTHORITY, 2879.91, UTILITIES; Health 268, OKLAHOMA STATE DEPT. OF HEALTH, 48199.20, PERSONNEL SERVICES269, JOHNSTON, JAMIE, 82.80, TRAVEL270, LONG, VERONICA, 87.40, TRAVEL271, MALLOY, SOFIA, 52.90, TRAVEL272, JACOBS, SHAVONNE, 66.70, TRAVEL273, WEAVER, KRISTEN, 185.04, TRAVEL274, MCKESSON MEDICAL SURGICAL GOV'T SOLUTIONS LLC, 111.26, MEDICAL SUPPLIES275, MCKESSON MEDICAL SURGICAL GOV'T SOLUTIONS LLC, 136.86, MEDICAL SUPPLIES276, QUILL CORPORATION, 173.22, OFFICE SUPPLIES277, QUILL CORPORATION, 304.17, OFFICE SUPPLIES278, WAL-MART COMMUNITY/GECRB, 128.00, MISC279, HUTCHISON PLUMBING INC., 310.00, PLUMBING SERVICE/REPAIRS; Highway 1892, GRAND TRUE VALUE RENTAL, 38.00, RENTAL1893, JOPLIN FREIGHTLINER SALES INC., 1194.59, PARTS1894, LAKE LAND-CPP, 1728.50, FUEL1895, SCOTT EQUIPMENT, 2000.00, EQUIPMENT1896, ADVANCED WORKZONE SERVICES, 396.00, SIGNS1897, ADVANCED WORKZONE SERVICES, 234.00, SIGNS1898, ADVANCED WORKZONE SERVICES, 203.76, SIGNS1899, VERIZON WIRELESS, 395.11, TELEPHONE SERVICE1900, ROSE & MCCRARY PC, 500.00, PROF SERVICES1901, VERIZON WIRELESS, 133.08, TELEPHONE SERVICE1902, STRIBLING EQUIPMENT LLC, 1727.29, PARTS1903, CINTAS FIRST AID & SAFETY, 348.20, FIRST AID SUPPLIES1904, BOLT FIBER, 127.95, INTERNET1905, CINTAS FIRST AID & SAFETY, 216.56, FIRST AID SUPPLIES1906, OKLAHOMA CORPORATION COMM., 50.00, REGISTRATION1907, ODOT, 4521.88, LEASE/PUR1908, ARMSTRONG BANK, 2552.45, LEASE/PURCH1909, GRAND SAVINGS BANK, 5469.24, LEASE/PUR; Mtg Cert 49, QUILL CORPORATION, 65.23, OFFICE SUPPLIES; Rural Fire-ST 1042, VYVE BROADBAND, LLC, 148.44, MONTHLY SERVICE1043, VAN S PRINTING, 69.80, OFFICE SUPPLIES1044, REC/NE OKLA ELECTRIC COOP, 305.00, ELECTRIC SERVICE1045, FIRE MASTER FIRE EQUIPMENT INC., 2651.80, FIRE DEPT EQUIP1046, THE BURROWS AGENCY, 1513.00, INSURANCE1047, O-REILLY AUTOMOTIVE INC., 72.91, BLANKET1048, AT&T, 186.40, INTERNET SERVICE1049, EMERGENCY APPARATUS MAINTENANCE, 1464.00, PUMP TESTING1050, AT&T, 141.76, INTERNET SERVICE1051, REC/NE OKLA ELECTRIC COOP, 111.00, ELECTRIC SERVICE1052, KEYS LAWN & GARDEN, 8799.00, LAWN EQUIPMENT1053, FROMAN OIL & PROPANE COS. INC, 210.00, FIRE DEPT MISC SUPPLIES1054, LOCKE SUPPLY CO., 128.44, BLANKET1055, REC/NE OKLA ELECTRIC COOP, 149.00, ELECTRIC SERVICE1056, MUSKOGEE COMMUNICATIONS INC., 1493.00, RADIO1057, JIM S TIRE SHOP, 179.95, BATTERY1058, OLD REPUBLIC SURETY COMPANY, 100.00, INSURANCE1059, FLUENT INFORMATION MANAGEMENT SYSTEMS INC, 1100.00, SUBSCRIPTION; SH Commissary 90, PRODIGY SOLUTIONS, 302.31, VENDOR SERVICES91, GRAVES MENU MAKER, 995.42, NON-FOOD92, PRODIGY SOLUTIONS, 365.18, VENDOR SERVICES; SH Svc Fee 871, WAL-MART-EXCEPTION PROCESSING, 866.34, COVID-19872, QUILL CORPORATION, 230.38, OFFICE SUPPLIES873, ATCO INTERNATIONAL, 145.67, HAND SANITIZERS874, AMAZON.COM / SYNCB, 354.72, MISC875, JAY UTILITIES AUTHORITY, 77.70, UTILITIES876, J & J AUTO SUPPLY, 122.66, MISC877, AAVCOR, 38.00, DRUG TESTING878, QUILL CORPORATION, 179.99, OFFICE SUPPLIES879, AAVCOR, 38.00, DRUG TESTING880, QUILL CORPORATION, 324.22, OFFICE SUPPLIES881, VERIZON WIRELESS, 43.22, WIRELESS SERVICE882, J & J AUTO SUPPLY, 508.77, DCSO VEHICLE EQUIPMENT883, ATCO INTERNATIONAL, 370.00, COVID-19884, GRAVES MENU MAKER, 359.68, VENDOR SERVICES885, GRAVES MENU MAKER, 45.01, NON-FOOD886, FLOWER S BAKING CO., 96.60, FOOD Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

AGENDA #3-A motion was made by Commissioner Kirk and seconded by Commissioner Martin to approve monthly reports submitted by officers. Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried. Reports were submitted by the Health Dept, Assessor's Office and the County Clerk's Office.

AGENDA #4-A motion was made by Commissioner Kirk and seconded by Commissioner Martin to approve to hear Human Resources and Emergency Management Report on current status regarding Families First Coronavirus. Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

Commissioner Poindexter said that Judge Denney would be making remarks during this agenda item if it was ok with District Attorney, Kenny Wright. DA Wright said Judge Denney's remarks could be made after the HR Director.

Vicki Cossairt, HR Director, reported that Gov. Stitt has implemented Phase One of the COVID Recovery on April 28, 2020. Businesses such as beauty salons and barber shops were able to open. On May 1, 2020 started Phase One, Part Two which opened dining, movie theaters, entertainment, gyms and sporting venues and with the requirement of adhering to CDC guidelines. Also, places of worship could open with certain protocols in place. Bars are to remain closed. Tattoo parlors can remain open by appointment only. Cossairt said that Delaware County remains on a reduced work schedule that is being reviewed weekly with all the different departments. Cossairt said that she assumed that Judge Denney would be speaking as to the Judicial Branch of the Courthouse. She said research on best practices is being done to make the transition back to full staff is being looked at. She said Kenny had given us a policy on the COVID-19 early on. ACCO has prepared a transition plan and she will be getting it to Kenny for review. Cossairt said she and Travis Beesley, EM Director will work together with each elected as to how best to make the transition in each area. There are logistics such as the six-foot distancing that may be difficult in some areas and they will be looking into the transition process next week and will bring back a final report to Kenny. Right now, the County Clerk is working in the office Mon-Wed from 8:00 a.m. to 2:00 p.m. daily and remotely in the afternoons and remotely on Thursday and Friday. The Court Clerk and Treasurer are working half-staff M-TH one week and second half of staff working M-TH the next week and closed on Fridays. The County Assessor's offices are open M-TH and closed on Friday. Some staff members are working remotely. County Election Board-Only one person at a time inside the offices with offices disinfected between each visitor to the office. Judicial is working remotely until further notice. DA-Essential staff in office M-F. Others working remotely. Law Enforcement- Sheriff Office-administrative personnel-1 in office and 2 working remotely until further notice. All other law enforcement working. County road crews -primarily working. There are some administrative personnel working remotely. We do have 6 people across the county that are furloughed. Courthouse -no public entry. Documents may be left at the door with the guard. Cossairt said that she has been asked frequently when the courthouse will re-open and she wanted it to be clear that the offices in the courthouse have worked continually through the COVID process and have never closed. There has been no public entry except by appointment only. Some offices may remain on appointment only status for a while. Cossairt asked Kenny if he had any suggestions about any of the items discussed so far, if not, then she would go on to a few more items. Kenny had nothing to add and said it was all good with him. Cossairt said she did not have any leave requests under the Families First Act and only six people on furlough who are collecting unemployment and with the \$600 per week Federal stipend amount being given, those furloughed are making more than their regular salaries. There have been no new cases of COVID or deaths as of this morning so that is in the right direction, but encourage employees who are struggling dealing with the quarantine to call the Dept of Health who are providing free assistance to those needing help. Also, our insurance has mental health assistance and tele-med assistance free of charge as long as staying in network. If employees have not received stimulus check, please have them go to the IRS.gov website for status assistance. There are antibody tests available and COVID tests available and we had been working with the Health Dept on this, but that fell through, so will be working with other agencies concerning testing options.

Judge Barry Denney reported that the Courts have been following the 3rd Judicial Joint Orders that have been issued by the Oklahoma Supreme Court since the pandemic was declared. In most counties, court business could be handled by one Judge and one staff member and Delaware County has been following this. Also, if a court reporter was needed, one was called in. The joint order did indicate that we could start doing non-emergency hearings which included guardianships and custody orders. The court has been trying to get people out of jail as quickly as possible through reducing bond, own recognizance or pleading out people that had worked out plea agreements with the DA's office. DOC is currently refusing to accept inmates. At this point with the joint order issued last week we are now allowed on May 18 to do non-emergency hearings, so I've told the Ottawa and Delaware County Courts that we can start doing those cases such as contested divorces or what might fall in that category. As far as our availability, we have always had on the courthouse door the cell phone numbers of the judges and judges have been reachable for protective orders,

etc. even when working at home. There has been a judge in the office two days per week per judge and always someone available. From the court administrator's office, Jeri Askins said we are doing things per CDC guidelines limiting to no more than ten people per room and maintaining social distancing. We will still keep the rule that after the 15th that no family or friends will be allowed in the court unless they are a witness. For arraignments of people that are not in jail, the DA's office will provide a list to the security guard of people who are scheduled to appear. Many court appearance dates are being moved out to June and some to July in order to decrease the number of people scheduled to be at the courthouse for hearings on a particular day. It is important to keep the jail as empty as possible. Currently the jail count numbers are in the forties according to the Sheriff's Office. We are not allowing anyone in the jail who has symptoms of illness. Reminder that when non-emergency hearings start on May 18 to follow CDC guidelines, social distancing and wearing masks which is a prevention to control spreading of virus. Hopefully, defendants will be wearing masks.

District Attorney, Kenny Wright added that two weeks from yesterday (May 18, 2020) he would like the Board of Commissioners and elected officials to start thinking about whether schedules need to be changed with the Courts opening up. Need to create an agenda item for discussion of each offices plan moving forward. It does not have to be wide open back to normal, but we will be working on steps on the opening process. The DA's Office will not be letting anyone into their office that had not been let in over the last couple of weeks. We will begin to let more people into the building with document delivery. Would like each office to have written plan to present to commissioners as to what their response will be if one of their employees gets sick. The DA's office may split staff into two teams working a week on and a week off for another month or two. That way if a person gets sick it does not shut down the office. Also, need to know if we apply team strategy should the elected officials be included in this plan? The worst person to go down in any office is the elected official themselves. That is up to each office, but we do not want the entire staff to be in the office every day forty hours a week right off the bat because if the entire staff goes down, we don't know what we will do. Will also need a plan if entire office is quarantined from each elected official. May need to look to other counties for help.

AGENDA #5-A motion was made by Commissioner Kirk and seconded by Commissioner Martin to receive and file current officers for the County Health Department as follows: Maria Alexander, Marsha Moore and Kristen O'Herin - Requisitioning Krysten Weaver, Desiree Blower, and Jessica Greer- Receiving Kristen O'Herin-Inventory

Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

AGENDA #6-A motion was made by Commissioner Kirk and seconded by Commissioner Martin to advertise for sealed bids on annual uniform service.

Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

AGENDA #7-A motion was made by Commissioner Kirk and seconded by Commissioner Martin to advertise for sealed bids on annual paper and cleaning products.

Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

AGENDA #8- A motion was made by Commissioner Kirk and seconded by Commissioner Martin to advertise for sealed bids on annual extermination services.

Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

AGENDA #9-A motion was made by Commissioner Kirk and seconded by Commissioner Martin to advertise for sealed bids on road materials for the County Highway Departments.

Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

AGENDA #10-A motion was made by Commissioner Kirk and seconded by Commissioner Martin to approve National Day of Prayer Meeting to be held on the Courthouse Lawn at noon on May 7 and sponsored by the Jay Chamber of Commerce and the Ministerial Alliance with social distancing being observed; (In case of inclement weather, the event will be cancelled. **Roll call:** Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

AGENDA #11-A motion was made by Commissioner Kirk and seconded by Commissioner Martin to open the floor for new business. Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried. There was no new business.

AGENDA #12-A motion was made by Commissioner Kirk and seconded by Commissioner Martin to adjourn at 9:31 a.m.

Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.


David Poindexter, Chairman

Russell Martin, Member

Martin Kirk, Member

Attest:


Barbara Barnes, County Clerk

