



## DELAWARE COUNTY COMMISSIONER'S MEETING MINUTES

April 25, 2023

The Board of County Commissioners of Delaware County met in Regular Session at 9:00 a.m. on April 25, 2023. The agenda was posted April 24, 2023 at 8:00 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 David Beck-Member. The Board of Delaware County Commissioners is hereby authorized to act on the following items:

The meeting was called to order by Chairman Poindexter followed by the flag salute and roll call. Poindexter, Callihan and Beck were present. County Clerk Barbara Barnes was absent.

**AGENDA #1 -** A motion was made by Commissioner Callihan and seconded by Commissioner Beck to determine that notice of meeting and agenda for this meeting was properly posted in accordance with the Oklahoma Open Meeting Act. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

**AGENDA #2-**A motion was made by Commissioner Callihan and seconded by Commissioner Beck to approve introductions and announcements. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried. In addition to the Commissioners and Commissioners' Secretary Kathy Parker, First Deputy Michael Baker, Russell Earls of Guy Engineering, Court Clerk Caroline Weaver, Attorney David Floyd, Treasurer Susan Duncan, Jail Administrator Katie Rothrock, Election Board Secretary Crystal January, Monkey Island Fire Chief Carl Tesreau, Human Resources Director Vickie Cossairt, District Attorney Doug Pewitt, Carolyn Boothe, Mike Major and Emergency Services Director Jeff Reeves introduced themselves.

**AGENDA #3-** A motion was made by Commissioner Callihan and seconded by Commissioner Beck to approve the minutes for the regular meeting dated April 18, 2023. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

**AGENDA #4-** A motion was made by Commissioner Callihan and seconded by Commissioner Beck to approve payment of claims submitted by the County Clerk. 2022-2023: CBRI ROAD MATERIAL 5633 LONGAN CONSTRUCTION 10626.00; ROAD MATERIALS 5628 CRANK, CHAD 2025.00; 5764 LONGAN CONSTRUCTION 1319.28; Donations K-9 SUPPLIES 5729 VON JAGER K9 1560.00; SUBSCRIPTION 4872 OKLAHOMA DEPT OF PUBLIC SAFETY 800.00; General CONTRACT SERVICES 5333 OSU COOP. EXTENSION SERVICE 4000.00; COPIES 3433 LAKELAND OFFICE SYSTEMS 202.70; COPY PAPER 5707 THE PAPERCLIP OFFICE SUPPLIES 489.90; HEATING & AIR COND. 5570 AIR WISE HEATING AND AIR 5323.80; INK 5576 OME CORP. LLC 590.00; JUVENILE SERVICES 5774 CRAIG COUNTY DETENTION CENTER 275.00; LEASE 4604 AADVANTAGE LAUNDRY SYSTEMS 119.00; 5745 LAKELAND OFFICE SYSTEMS 146.04; LONG DISTANCE SERVICE 4615 MCI 59.96; MEDICAL 4205 DIAMOND DRUGS INC. 1826.72; MEDICAL SERVICES 5536 TURN KEY HEALTH CLINICS 8221.20; MISC 5511 VERIZON 80.02; OFFICE SUPPLIES 5345 AMAZON CAPITAL SERVICES 104.68; PLUMBING SERVICE/REPAIRS 4721 T-N-T PLUMBING 150.00; POSTAGE 5783 PITNEY BOWES 198.37; RENTAL 5790 JAY FEED STORE 70.00; REVAL TRAVEL 5509 PRICE, JAY J. 341.26; WATER 5748 HOMETOWN BOTTLED WATER SERVICE 15.00; Health null 4013 MAYES COUNTY HEALTH DEPT. 359.09; EXTERMINATION 4724 ALLSTATE TERMITE & PEST SOLUTIONS 45.00; MAINTENANCE 5580 RITE-TEMP REFRIGERATION 150.00; MONTHLY SERVICE 4404 VERIZON BUSINESS 159.39; WATER/RENT 5505 HOMETOWN BOTTLED WATER SERVICE 24.00; Highway null 5312 WARREN CAT 400.74; 5329 PREMIER TRUCK GROUP 374.39; 5566 WHEELER METALS INC. 2824.24; 5585 YELLOWHOUSE MACHINERY 1101.48; 5769 GRAND TRUE VALUE RENTAL 1000.00; BOLTS 5008 S&H FARM SUPPLY 1586.79; CHAINS 5148 INDUSTRIAL SPLICING & SLING LLC 755.70; DRUG TESTING 5625 AAVCOR 70.00; ELECTRIC SERVICE 4735 REC/NE OKLA ELECTRIC COOP 316.81; FIRST AID SUPPLIES 5477 CINTAS FIRST AID & SAFETY 161.66; 5693 CINTAS FIRST AID & SAFETY 421.16; FUEL 5317 AGRILAND FS 5037.88; 5631 LAKELAND-CPP 3194.13; 5776 LAKELAND-CPP 4036.90; GRADER BLADES 5746 YELLOWHOUSE MACHINERY 1920.10; INTERNET 5493 BOLT FIBER 153.79; LEASE PAYMENT 4642 WELCH STATE BANK 2080.93; 5276 ODOT 3880.88; LEASE/PUR 5492 ODOT 2315.96; LIGHTING SUPPLIES 3119 GROVE ELECTRIC & LIGHTING 2558.69; MISC 4171 KANSAS BUILDING SUPPLY INC. 15.16; 4455 S&H FARM SUPPLY 601.44; 4713 KANSAS BUILDING SUPPLY INC. 321.29; OFFICE SUPPLIES 5231 QUILL CORPORATION 1242.03; PARTS 4101 INTERSTATE BILLING SERVICE 522.90; 5020 PARTS CITY LTE 399.42; 5727 P & K EQUIPMENT INC. 930.68; PHYSICAL 5626 MEASE MEDICAL CORPORATION 125.00; REPAIR 4651 SOUTHWEST TRAILERS & EQUIPMENT 3627.62; 5339 HYSPECO INC. 443.32; ROAD EQUIP RENTAL 4997 YELLOWHOUSE MACHINERY 4000.00; 4998 YELLOWHOUSE MACHINERY 4000.00; 5273 G. W. VAN KEPPEL CO. 3100.00; 5282 YELLOWHOUSE

MACHINERY 3725.00; SURVEILLANCE EQUIP/SERVICE 5184 BOLT FIBER 8008.31; UNIFORMS 3438 UNIFIRST CORP 226.72; WATER/RENT 4716 HOMETOWN BOTTLED WATER SERVICE 20.00; Law Library REMITTANCE 5755 LAW LIBRARY REVOLVING FUND 4103.67; Mtg Cert null 5157 OSU-CTP 65.00; RENT 4398 HARVEST FIELDS VENDING 12.49; TRAVEL 5773 WYATT, JACKIE 286.52; Rural Fire-ST BLANKET 4759 SPEEDY S #4 234.05; 4786 PARTS CITY LANGLEY 174.91; 4788 WALKER HARDWARE & LUMBER 219.66; 4790 LOCKE SUPPLY CO. 420.48; 4792 KATNER MILLS (NAPA) 74.97; 4793 LAKELAND-CPP 247.03; BLOWERS 4985 TRACTOR WORLD GROVE 1259.98; ELECTRIC SERVICE 4799 AEP, PUBLIC SERVICE CO. OF OKLA. 221.38; 4800 REC/NE OKLA ELECTRIC COOP 119.00; 4808 REC/NE OKLA ELECTRIC COOP 483.00; 4820 REC/NE OKLA ELECTRIC COOP 123.00; 4822 REC/NE OKLA ELECTRIC COOP 469.33; FIRE DEPARTMENT MEDICAL SUPPLIES 5144 BOUNDTREE MEDICAL LLC 831.52; FIRE DEPT BUNKER GEAR 5181 JON S MID AMERICA INC. 24720.19; FIRE DEPT EQUIP 4325 FIRE MASTER FIRE EQUIPMENT INC. 2535.00; FIRE DEPT VEHICLE 5750 SUPERIOR FORD MERCURY INC. 24998.00; FREIGHT 3981 LINDLY S INC. 93.17; FUEL 4851 CIRCLE N CONVENIENCE STORE 110.92; 5318 AGRILAND FS 1578.56; INTERNET SERVICE 4827 AT&T MOBILITY 190.64; 5432 BOLT FIBER 70.99; LIGHT BARS 5180 JON S MID AMERICA INC. 22137.00; MONTHLY SERVICE 5438 VERIZON 171.18; 5448 AT&T MOBILITY 280.28; 5457 BOLT FIBER 160.02; PAY OFF LOAN 5754 WELCH STATE BANK 21281.24; REPAIRS 5733 LINDLY S INC. 90.00; SUBSCRIPTION 5784 PENGUIN MANAGEMENT INC 787.00; SUPPLIES 4852 PARTS CITY LTE 51.47; 5619 LINDLY S INC. 130.69; UTILITIES 4804 RURAL WATER DIST. #10 274.72; SH Commissary NICOTINE POUCHES 5460 PRECISION VAPOR 1619.61; SH Svc Fee DRUG TESTING 5572 AAVCOR 38.00; 5621 AAVCOR 38.00; LONG DISTANCE SERVICE 5520 CENTURYLINK 51.76; MISC 4349 PITNEY BOWES 65.03; 4868 PITNEY BOWES 67.61; 5529 MONITOR TECHNOLOGY LLC. 2483.00; 5716 OKIE ORIGINAL TEES AND DECALS 365.00; NON-FOOD 5671 GRAVES MENU MAKER 44.17; PHYSICAL 5668 MEASE MEDICAL CORPORATION 125.00. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #5 was not needed as no monthly reports from officers were received.

AGENDA #6 - A motion was made by Commissioner Callihan and seconded by Commissioner Beck for approval of citizen's participation or comments. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried. There were none.

AGENDA #7 - A motion was made by Commissioner Callihan and seconded by Commissioner Beck to hear report from Human Resources Director Vicki Cossairt. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried. Cossairt said the county has 140 employees and in the last two weeks there has been one termination, four new hires and two new starts. One of those was an internal transfer.

Cossairt said she and Emergency Manager Jeff Reeves have been doing root cause analysis when accidents happen. Some of the reasons found were brought to the commissioners as the incidents had enough merit to warrant action. Root causes for accidents included officers using their own weapons, no first aid kits and extinguishers in police cars, radio issues and seat belt issues. The commissioners approved setting up defensive driving classes last October, to be paid for from the Use Tax account. Reeves found the training could be set up at Monkey Island Fire Department for \$500. Cossairt said last week, two training sessions were held with 12 participants in each session. Cossairt said this is the first time for this training, but she hopes the commissioners will develop an action plan to continue this training for any county employees. She thanked the commissioners, Reeves, and Monkey Island Fire Chief Carl Tesreau for setting up and funding the training.

Cossairt said the steps down to the jail and dispatch center need handrails as there is a potential for falls. She said Reeves has taken on the matter and will try to get handrails installed.

Cossairt has talked to the commissioners numerous times about employees who accrued vacation hours past the allowed number of hours which can be carried on the books during the pandemic. She said six long-time employees are still in this situation. Cossairt asked the commissioners to give those employees until December 1 to get their hours back into allowable parameters.

AGENDA #8-A motion was made by Commissioner Callihan and seconded Commissioner Beck to open the floor for new business. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried. There was none.

AGENDA #9- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to sign affidavits for the April 28<sup>th</sup> payroll. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #10- A motion was made by Commissioner Poindexter and seconded by Commissioner Callihan to receive and file a copy of the certificate of liability insurance and current list of Board of Directors and officers for the Zena Volunteer Fire Department as follows: Tanya Blessing – Secretary; Ron Miller – member; Dewayne Creason – Vice President; Bobby Jeffries – President; Dave Wilson – Treasurer; Amber Smith, Barry Caswell – alternates; Fire Chief – John Blessing; Asst. Chief – Matt Musatti; Requisitioning Officers – John Blessing, Kristen Mussati, Barbara Barnes; Receiving Officers – Matt Outhier, Jim Canady; Inventory Officers – Kristen Mussati, Jeromy Miller. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #11- A motion was made by Commissioner Poindexter and seconded by Commissioner Callihan to receive and forward case number CV-2023-29 to the District Attorney amended motion for default judgment; Jerry R. Sanders and Regina Sanders, Plaintiffs, vs.

Bennie Leon French, Et Al. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #12- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to advertise for sealed bids on the replacement of fire alarm control panel for the Delaware County Courthouse and Jail. Persons interested in submitting a bid are to contact Michaele Baker, P. A., located in the Delaware County Clerk's Office; Jay, Okla. Bids will be opened and reviewed in the meeting dated May 16, 2023, at 9 a.m. Bids will be received no later than 3 p.m. in the County Clerk's Office; Jay, Okla., on May 12, 2023. The board reserves the right to accept/reject any and all bids and the right to re-advertise. County bid #22-23/30. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #13-A motion was made by Commissioner Callihan and seconded by Commissioner Beck to open sealed bids on annual extermination service with possible acceptance. County bid #22-23/20. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

Two bids were received. Callihan opened one from Grand County Pest Control of Grove, who bid \$220 per month to spray the courthouse, \$50 for the annex, \$30 for the Election Board and \$25 for the Sheriff's Office. Poindexter opened a bid from Pest Off Exterminators of Claremore, who bid \$150 per month for the courthouse, \$40 for the annex, \$40 for the Election Board and \$40 for the Sheriff's Office. Callihan made a motion to accept the bid from Grand Country Pest based on experience with others who did not do the job, resulting in bug problems in the courthouse. Beck seconded. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #14- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to open sealed bids on annual janitorial service for the Delaware County Courthouse with acceptance later. County bid #22-23/21. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried. One bid was received from Robert D. McCord, Miami, who is the current contractor. Callihan opened the bid which was \$3,850 per month.

AGENDA #15- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to pay invoices from Floyd & Driver for American Rescue Plan Act professional services and monthly retainer for February and March in the amount of \$7,594.54 each. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

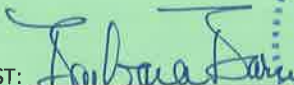
AGENDA #16- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to approve resolution to designate road use for golf carts in District #1 on Road S641 and Road S647. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #17- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to meet with attorney David Floyd for discussion and possible action to finalize ARPA budget. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #18- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to discuss with possible action progress concerning the fairgrounds project. Callihan said the project is at a stand still until it becomes clear how much APRA money will be left after the E-911 Center is fully financed.

AGENDA #19- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to adjourn at 9:28 a.m. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

ATTEST:


  
BARBARA BARNES- COUNTY CLERK



DELAWARE COUNTY, OKLAHOMA  
BOARD OF COMMISSIONERS

  
DAVID POINDEXTER, CHAIRMAN

  
JAKE CALLIHAN, MEMBER

  
DAVID BECK, MEMBER



**BOARD OF COMMISSIONERS  
DELAWARE COUNTY**

DAVID POINDEXTER, DISTRICT ONE  
JAKE CALLIHAN, DISTRICT TWO  
DAVID BECK, DISTRICT THREE

DRAWER 550  
JAY, OK 74346

#3

MOTION MADE BY Callihan SECONDED BY Beck

TO APPROVE/AMEND MINUTES OF REGULAR MEETING DATED APRIL 25, 2023.

POINDEXTER Y CALLIHAN Y BECK Y  
MOTION CARRIED.

WITNESS OUR HANDS THIS 2ND DAY OF MAY, 2023.

BOARD OF COMMISSIONERS  
DELAWARE COUNTY, OKLAHOMA

David Poindexter

DAVID POINDEXTER, CHAIRMAN

Jake Callihan

JAKE CALLIHAN, MEMBER

David Beck

DAVID BECK, MEMBER

ATTEST: Barbara Barnes  
BARBARA BARNES- COUNTY CLERK

