



## DELAWARE COUNTY COMMISSIONER'S MEETING MINUTES

June 20, 2023

The Board of County Commissioners of Delaware County met in Regular Session at 9:00 a.m. on June 20, 2023. The agenda was posted June 15, 2023, at 3:32 p.m. and placed on the courthouse door as well as the county website. Members of the Board present were Commissioner David Poindexter-Chairman, Commissioner David Beck-Member and County Clerk Barbara Barnes -Secretary. 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. District 2 Commissioner Jake Callihan was absent.

**AGENDA #1 -** A motion was made by Commissioner Beck and seconded by Commissioner Poindexter 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 Beck-yes. Motion carried.

**AGENDA #2-**A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to approve introductions and announcements. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried. In addition to the Commissioners, County Clerk and Commissioners' Secretary Kathy Parker, Emergency Management Director Jeff Reeves, Treasurer Susan Duncan, Treasurer First Deputy Treasa Earp, Jail Administrator Katie Rothrock, Carolyn Boothe, Monkey Island Fire Chief Carl Tesreau, Human Resources Director Vicki Cossairt and Ruth Matthews introduced themselves.

**AGENDA #3-** A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to approve the minutes for the regular meeting dated June 13, 2023. Roll call: Commissioner Poindexter-yes; and Commissioner Beck-yes. Motion carried.

**AGENDA #4-** A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to approve payment of claims submitted by the County Clerk. 2022-2023: CBRI ASPHALT 6740 LONGAN CONSTRUCTION 7164.28; Economic Development Sales Tax DCEDA SALES TAX 6826 DELAWARE COUNTY ECONOMIC DEVELOPMENT AUTHORITY 22184.36; General ANNUAL FEE 6854 U.S. POSTMASTER 146.00; 6855 U.S. POSTMASTER 146.00; BOX RENT 5857 U.S. POSTMASTER 146.00; 6827 U.S. POSTMASTER 252.00; CONTRACT SERVICES 6426 OSU COOP. EXTENSION SERVICE 4000.00; COPIES 4557 LAKELAND OFFICE SYSTEMS 202.70; ELECTRIC SERVICE 5677 REC/NE OKLA ELECTRIC COOP 107.00; INSPECTION 1730 OKLAHOMA DEPARTMENT OF LABOR 25.00; 6697 OKLAHOMA DEPARTMENT OF LABOR 225.00; MEDICAL 5972 DIAMOND DRUGS INC. 1118.36; MISC 6587 VERIZON 80.02; OFFICE SUPPLIES 6292 KELLPRO INC. 107.00; PERSONAL SERVICES 6840 DISTRICT ATTORNEY 40000.00; PLUMBING SERVICE/REPAIRS 5940 T-N-T PLUMBING 443.16; POSTAGE 6320 QUADIENT 500.00; 6858 PITNEY BOWES 5000.00; PUBLICATIONS 5882 THE AMERICAN 407.00; 5883 THE AMERICAN 538.70; RENTAL 6380 JAY FEED STORE 70.00; STRIPING 4109 J-K SERVICES 1608.75; TONER 6713 QUILL CORPORATION 1162.94; TRAVEL 6242 DOWNING, BROOKE 735.65; WATER 6746 HOMETOWN BOTTLED WATER SERVICE 15.00; Health LEASE 3336 PITNEY BOWES GLOBAL FINANCIAL SERVICES 296.53; LODGING 6461 HOLIDAY INN EXPRESS & SUITES 119.00; MISC 6610 AMAZON CAPITAL SERVICES 531.08; MONTHLY SERVICE 5609 VERIZON BUSINESS 73.72; OFFICE SUPPLIES 5780 AMAZON CAPITAL SERVICES 421.61; WIRELESS SERVICE 4876 US CELLULAR 43.49; X-RAYS 6622 EAST WELLNESS, TODD EAST-D.O. 75.00; 6727 EAST WELLNESS, TODD EAST-D.O. 75.00; Highway null 6161 PARTS CITY LTE 559.98; CAMERA 6113 CAPITAL RAILROAD CONTRACTING 11326.56; CRIMINAL HISTORY CHECK 5319 OSBI, OKLA STATE BUREAU OF INVESTIGATION 19.00; 5466 OSBI, OKLA STATE BUREAU OF INVESTIGATION 19.00; DRUG TESTING 6449 AAVCOR 38.00; 6640 AAVCOR 108.00; 6684 AAVCOR 70.00; ELECTRICAL SERVICE/REPAIR 6296 TIM S ELECTRIC INC. 1316.60; FILTERS 6295 P & K EQUIPMENT INC. 181.34; 6693 BRUCKNER'S TRUCK & EQUIPMENT 279.47; FIRST AID 6715 CINTAS FIRST AID & SAFETY 390.47; FIRST AID SUPPLIES 6807 CINTAS FIRST AID & SAFETY 235.96; FUEL 6689 LAKELAND-CPP 2691.07; 6694 LAKELAND-CPP 6339.34; 6818 LAKELAND-CPP 1563.91; GRADER PARTS 6638 WARREN CAT 3634.00; LEASE 6651 AIRGAS USA, LLC 324.54; LEASE PAYMENT 6797 WELCH STATE BANK 2197.49; LEASE/PUR 6566 ODOT 2315.96; MISC 5923 J & J AUTO SUPPLY 1484.76; 5924 KANSAS BUILDING SUPPLY INC. 3.54; 5928 PARTS CITY LTE 1639.03; 5929 EUCHA TIRE & FEED 55.00; 6558 J & J AUTO SUPPLY 100.86; 6559 KANSAS BUILDING SUPPLY INC. 50.93; 6563 PARTS CITY LTE 177.48; 6564 EUCHA TIRE & FEED 120.00; MMPI 5624 OSBI, OKLA STATE BUREAU OF INVESTIGATION 19.00; PARTS 6167 WHITE STAR MACH & SUPPLY, INC. 78.25; PARTS & LABOR 6822 ATD SALVAGE 11122.66; PROFESSIONAL SERVICES 5040 ROSE & MCCRARY PC 500.00; RANDOM DRUG TESTING 6641 AAVCOR 188.00; RENT OF EQUIPMENT 5762 G. W. VAN KEPPEL CO. 500.00; SERVICE CALL 5551 SOUTHERN TIRE MARTLLC279.95; SIGNSS709GUYENGINEERING 84.16; TAG & TITLE 6699 OTC 28.00; TIRE 5544 SOUTHERN TIRE MART LLC 2396.34; TIRES 6742 SOUTHERN TIRE MART LLC 3571.00;

VEHICLE SUPPLIES 6795 FLEET FUELS 640.65; WATER/RENT 5927 HOMETOWN BOTTLED WATER SERVICE 20.00; Hwy-ST TRAILER 6828 O LEARY, LARELEE 15000.00; VEHICLE 6752 V&T TRUCK CENTER 20000.00; WRECKER SERVICE 6788 WADES WRECKER SERVICE LLC 3415.00; Mtg Cert RENT 4961 HARVEST FIELDS VENDING 12.49; Rural Fire-ST BLANKET 6008 LAKELAND-CPP 895.91; 6034 TWIN OAKS MART 580.53; 6036 PARTS CITY LANGLEY 70.96; 6038 WALKER HARDWARE & LUMBER 117.31; 6039 SPEEDYS 66 499.08; 6086 LITTLEFIELD'S COUNTRY MARKET 59.13; 6516 PARTS CITY LTE 347.25; CHAINS 5238 DAVENPORT FIRE EQUIPMENT 975.00; ELECTRIC SERVICE 6063 REC/NE OKLA ELECTRIC COOP 132.05; FIRE DEPT VEHICLE 6812 REDLINE FIRE TRUCKS 25000.00; LEASE/PURCH 6819 WELCH STATE BANK 1747.10; 6820 BANK OF GRAND LAKE 895.00; 6821 BANK OF GRAND LAKE 2327.52; 6841 WELCH STATE BANK 1422.90; MONTHLY SERVICE 6739 NEO PEST CONTROL 95.00; 6751 KENWOOD WATER DISTRICT 25.00; 6754 BOLT FIBER 192.95; 6755 GRAND TELEPHONE CO. 110.97; 6811 SST 138.04; 6842 SBA STEEL LLC 158.02; 6843 BOLT FIBER 159.87; 6844 VERIZON 171.18; PARTS 6704 KANSAS BUILDING SUPPLY INC. 819.36; REPAIRS 6333 MYDER, LLC 762.00; SH Commissary FOOD 4746 PRODIGY SOLUTIONS 1033.32; 5976 PRODIGY SOLUTIONS 3100.00; SH Svc Fee null 6617 J & J AUTO SUPPLY 203.98; DRUG TESTING 6634 AAVCOR 38.00; KEYS 6732 LINDLY S INC. 43.44; LAW ENFORCEMENT SUPPLIES 6621 L & L OUTDOORS 400.00; LEASE 6592 AEP(LEASE) 200.00; LONG DISTANCE SERVICE 5957 CENTURYLINK 40.47; MEMBERSHIP 6618 ROCIC 300.00;MISC6603LEAF1351.68;MMPI6624LAWENFORCEMENT PSYCHOLOGICAL SERVICES 120.00;6625LAWENFORCEMENTPSYCHOLOGICALSERVICES120.00;6627LAWENFORCEMENTPSYCHOLOGICAL SERVICES 120.00; 6632 LAW ENFORCEMENT PSYCHOLOGICAL SERVICES 120.00; 6633 LAW ENFORCEMENT PSYCHOLOGICAL SERVICES 120.00; PARTS 6439 O-REILLY AUTOMOTIVE INC. 302.42; 6690 J & J AUTO SUPPLY 100.99; PHYSICAL 6657 HARGIS, JUDY RACHELE 750.00; RADIOS 6623 MUSKOGEE COMMUNICATIONS INC. 1417.00; RANDOM DRUG TESTING 6648 AAVCOR 114.00; 6682 AAVCOR 190.00; VEHICLE SUPPLIES 6790 J & J AUTO SUPPLY 64.95; WINDSHIELD REPAIR 6304 NOVUS WINDSHIELD REPAIR 226.01; 6416 NOVUS WINDSHIELD REPAIR 386.04; 6417 NOVUS WINDSHIELD REPAIR 255.51; 6418 NOVUS WINDSHIELD REPAIR 386.04; SW Mgmt SOLID WASTE SALES TAX 6825 SOLID WASTE 225360.80; Use-ST K-9 SUPPLIES 1909 VON JAGER K9 9900.00. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

**AGENDA #5 – Not needed because no monthly reports were submitted by officers.**

**AGENDA #6 - A motion was made by Commissioner Beck and seconded by Commissioner Poindexter for approval of citizen's participation or comments. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.**

Boothe thanked the commissioners for a good job doing storm clean up. She asked how long they worked. Poindexter said he started at 1:45 a.m. until 10 a.m. the next morning, but some cleaning is still under way. Beck said he started at 3 a.m. until 9 a.m., then he started getting more calls, so he and his crews went back out at noon until about 7 p.m.

**AGENDA #7-A motion was made by Commissioner Beck and seconded Commissioner Poindexter to hear report by Human Resources Director Vicki Cossairt. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.**

Cossairt said the county has 147 employees. Since her last report, there have been four new hires, two offers declined, one new hire is in process and there were two voluntary terminations. Cossairt said all the school resource officers have been hired. There are 15 full-time jobs, three seasonal jobs and one part-time job advertised by the county at the present time.

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

**AGENDA #9- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to accept appointment of officers for the Delaware County Treasurer's Office for fiscal year 2023-2024 as follows: Requisitioning Officers – Treasa Earp, Merikki Trujillo, Megan Hamby, Lesley Simpson; Receiving Officers – Melanie Sixkiller, Jackie Wyatt, Carlee Bengé; Inventory Officers – Lesley Simpson, Melanie Sixkiller, Pam Hale. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.**

**AGENDA #10- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to approve Highway Cash for July 2023. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.**

**AGENDA #11- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to approve blanket purchase orders for July 2023. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.**

**AGENDA #12-A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to approve resolution for lease/purchase renewals for Delaware County Rural Fire Departments for fiscal year 2023-2024. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.**

**AGENDA #13- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to receive and file copy of certificate of liability insurance and current list of Board of Directors and Officers for the Cleora Volunteer Fire Department as follows: John Hensley Jr. (Jay) – President; James Blaser – Vice President; Tyler Bullard, Jerry Brother, Josh Powell, Steve Puckett – members; Tammie McCleary – Secretary; Fire Chief – John Hensley Jr. (Jay); Asst. Chief – Tyler Bullard; Receiving Officers – John Hensley, Barbara**

Barnes; Receiving Officer – James Blaser; Inventory Officer – Tyler Bullard. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #14- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to accept appointment of Officers for Delaware County District 3 for fiscal year 2023-2024 as follows: Requisitioning Officers – David Beck, Russell Martin; Receiving Officers – Ben Youngblood, Tracey O’Leary; Inventory Officers: Ben Youngblood, Tracey O’Leary. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #15- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to approve supplemental agreement for Drowning Creek Bridge in District #2, increasing federal funds being used on the project. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #16- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to approve agreement for work on private property between District #3 and Johnny George for material disposal. Beck said Mr. George has a ditch he wants filled. Crews will dispose of used road material in the ravine. No trash. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #17- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to approve cash on hand balances for the County Treasurer. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #18- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to surplus John Deere 770D grader, inventory #D307-0332; Sterling dump truck, inventory #D302-0340; Holden trailer, inventory #D348-0311 and Hilbilt trailer, inventory #D348-0218 on behalf of District #3. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #19- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to sign two engagement letters for the fiscal year end June 30, 2022 audit and an ACE representation letter per the State Auditor and Inspector’s Office. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #20- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to approve utility permit (road bore) in District #1 issued for Drunken Rooster located at S 4510 Road at E 320 intersection. Contractor is Austin Mann performing the bore. A \$1,000 bond has been collected and deposited. When all work is complete, the BOCC will be notified in writing requesting written acceptance and bond deposit released. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #21- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to discuss County-Wide Internal Controls checklist for quarterly officers’ meetings; fiscal year 2022-2023. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

Poindexter said courthouse security has been discussed in previous meetings, including which doors to use and alarms for doors. Poindexter said he thinks a list of photo IDs should be made for the officers at the public entrance. Reeves said he can update photo IDs.

Beck said Russell Martin told him he checked into making the door by the Treasurer’s Office the employee entrance when he was commissioner. He found there is a problem with wiring for the electronic lock.

The Sheriff came in late. Poindexter filled him in about the photo ID list. The sheriff said photo IDs also need to be collected for the Ottawa County D. A.’s employees as there was an issue about coming through the metal detector. Poindexter asked the sheriff if he looked into panic buttons for the offices. The sheriff said he understood Poindexter had a place to call. The sheriff said Brandon Houston was assigned to this, but now he is out on medical leave. Poindexter said he did make a call and there are options, depending on how detailed the system needs to be. He also asked if the panic buttons will tie in with the phone system. The sheriff said the panic alarm should go straight to dispatch instead of calling an alarm company, who the calls dispatch.

Cossairt asked about alerts on the side doors when they are opened. She said these doors are being used and shouldn’t be. She said there is an alarm on one door, but the employees disable it to use the door.

The sheriff said DigI gave a tentative quote of \$10,000 to wire the entrance for employees to enter at the west end. Cossairt said the master ID book for officers keeping the door is a great idea. Poindexter said he got that idea from visiting the Capitol. Duncan asked if there is a time line to get pictures to Reeves. Poindexter said as soon as possible.

Cossairt said the handbook was last updated in 2019 and ACCO has a new draft sample. She hopes to have the update finished by next quarter. She said the answers to all the Internal Control questions concerning Human Resources are yes. In addition, she said along with Reeves, she investigates the root cause of county accidents to determine what can be done to reduce the likelihood of that accident happening again.

AGENDA #22- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to discuss with possible action contract amendments for medical staffing and administration provided by Turn Key Health Clinics on behalf of the Sheriff's Office, tabled from last week's meeting. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried. Jail administrator Katie Rothrock said she confirmed with the Turn Key rep that 40 hours would be accomplished working five days at eight hours a day. There will be an on-call doctor 24 hours a day. She confirmed the contract is for 65 inmates because it covers the number the jail is supposed to hold. Sheriff Beck said the jail has never been at population since he got here. He said the jail population was 115 when he started. This company has never asked to renegotiate on the basis of more inmates, Rothrock said. She said there are new laws for prisoners who are on medication. There is a chain of custody for the drugs. "It's complicated," she said. Poindexter made a motion, seconded by Beck, to accept the 40-hour contract. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #23- Was not needed because there was no new information concerning the fairgrounds project.

AGENDA #29- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to adjourn at 9:43 a.m. Roll call: Commissioner Poindexter-yes; 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 Beck SECONDED BY Beck

TO APPROVE/AMEND MINUTES OF REGULAR MEETING DATED JUNE 20, 2023.

POINDEXTER Y CALLIHAN AB BECK Y  
MOTION CARRIED.

WITNESS OUR HANDS THIS 27TH DAY OF JUNE, 2023.

BOARD OF COMMISSIONERS  
DELAWARE COUNTY, OKLAHOMA

David Poindexter

DAVID POINDEXTER, CHAIRMAN

JAKE CALLIHAN, MEMBER

David Beck

DAVID BECK, MEMBER

ATTEST:

Barbara Barnes  
BARBARA BARNES- COUNTY CLERK

