



## DELAWARE COUNTY COMMISSIONER MEETING MINUTES

September 12, 2023

The Board of County Commissioners of Delaware County met in Regular Session at 9:00 a.m. on September 12, 2023. The agenda was posted September 7, 2023, at 2:57 p.m. and placed in the kiosk on the courthouse lawn well as the county website. Members of the Board present were Commissioner David Poindexter-Chairman, Commissioner David Beck-Member and County Clerk Barbara Barnes. Commissioner Callihan was absent. 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. 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 Callihan to approve introductions and announcements. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried. In addition to the Commissioners and Commissioners' Secretary Kathy Parker, Monkey Island Fire Chief Carl Tesreau, Mike Major, Election Board Secretary Crystal January, Undersheriff Nick O'Neal, Human Resources Director Vicki Cossairt, Emergency Manager Jeff Reeves, Oaks Fire Chief Vince Osburn, Court Clerk Karma Sapp, Assessor Larena Cook and Sandy Sullins 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 September 5, 2023. Roll call: Commissioner Poindexter-yes; 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 Reserve:** Highway TB TEST 6451 DELAWARE COUNTY HEALTH DEPT. 15.00; 6686 DELAWARE COUNTY HEALTH DEPT. 15.00. 2023-2024: Donations ROAD MATERIALS 1242 ENVIROTECH SERVICES 10393.10; Emergency Mgmt MISC 809 LINDLY S INC. 319.12; General null 1094 ELLIS-COOK, LARENA 107.98; AUDIT 1652 STATE AUDITOR & INSPECTOR 55272.23; CAMERA 1166 AMAZON CAPITAL SERVICES 386.00; DRUG TESTING 698 AAVCOR 38.00; DUES 1704 CODA 123.00; 1705 CODA 123.00; ELECTRIC SERVICE 129 AEP, PUBLIC SERVICE CO. OF OKLA. 9229.86; FIRST AID SUPPLIES 1684 CINTAS FIRST AID & SAFETY 79.09; JANITORIAL SUPPLIES 1387 THE PAPERCLIP OFFICE SUPPLIES 451.90; LEASE/PURCH 836 OZARK LEASING A PROGRAM OF DE LAGE 97.82; PLUMBING SERVICE 782 AIR WISE HEATING AND AIR 281.75; REVAL TRAVEL 799 TUDER, WAYNE 561.99; 803 PRICE, JAY J. 440.16; 805 WILLIAMS, FEDELL J. 359.60; TELEPHONE SERVICE 798 GRAND TELEPHONE CO. 257.17; TRAVEL 595 MERIDITH, PENNY 498.86; 596 XIONG-PHA, CHEE 97.27; UTILITIES 151 JAY UTILITIES AUTHORITY 3868.73; 497 DEL CO RURAL WATER DIST #3 48.50; WATER/RENT 806 HOMETOWN BOTTLED WATER SERVICE 63.00; Health CELLULAR SERVICE 717 US CELLULAR 43.49; ELECTRIC SERVICE 713 AEP, PUBLIC SERVICE CO. OF OKLA. 2084.74; LEASE 727 LEAF 470.72; LEASE PAYMENT 1604 PITNEY BOWES GLOBAL FINANCIAL SERVICES 296.43; LODGING 1081 HOLIDAY INN EXPRESS & SUITES SHAWNEE 98.00; MISC 730 VIP VOICE SERVICES 1932.27; 795 CAPITAL ONE/WAL-MART BUSINESS 280.42; SUPPLIES 1192 MCKESSON MEDICAL SURGICAL GOV'T SOLUTIONS LLC 164.53; UTILITIES 711 JAY UTILITIES AUTHORITY 359.58; WIRELESS SERVICE 74 VERIZON 42.88; Highway ELECTRIC SERVICE 644 AEP, PUBLIC SERVICE CO. OF OKLA. 377.73; FIRST AID SUPPLIES 749 CINTAS FIRST AID&SAFETY166.71;INTERNETSERVICE647GRANDLAKETELECOMMUNICATIONS 50.00; MEMBERSHIP 1706 CODA 123.00; 1707 CODA 123.00; 1708 CODA 123.00; MISC 8 JOHN FABICK TRACTOR CO 257.96; 745 KATNER MILLS (NAPA) 1087.06; 746 O-REILLY AUTOMOTIVE INC. 575.21; 747 LOWE S 130.84; 748 SISCO TRUE-VALUE HARDWARE 20.14; 756 LINDLY S INC. 461.60; 757 TH ROGERS LUMBER CO. 92.90; 758 J & J AUTO SUPPLY 2481.70; 759 JESSIE JAMES TIRE 180.00; 760 O-REILLY AUTOMOTIVE INC. 257.92; 761 J & J AUTO SUPPLY 554.72; 764 LINDLY S INC. 55.48; 1602 BEACHNER GRAIN 337.50; REPAIR 1199 HIGHLAND HYDRAULICS 377.40; 1646 EUCHA TIRE & FEED 35.00; ROAD MATERIALS 684 KEMP STONE CO INC. 1673.71; SUPPLIES 1677 CINTAS FIRST AID & SAFETY 309.28; TB TEST 704 DELAWARE COUNTY HEALTH DEPT. 15.00; TELEPHONE SERVICE 646 GRAND TELEPHONE CO. 172.18; TIRE 1274 GROVE TIRE & AUTO 62.53; UNIFORMS 744 UNIFIRST CORP 396.07; 755 UNIFIRST CORP 401.27; 763 UNIFIRST CORP 1254.03; UTILITIES 645 JAY UTILITIES AUTHORITY 175.81; WATER/RENT 765 HOMETOWN BOTTLED WATER SERVICE 20.00; WELDING SUPPLIES 1506 GRAND TRUE VALUE RENTAL 87.98; Hwy-ST ASPHALT 1302 LONGAN CONSTRUCTION 157939.10; 1336 PRYOR ASPHALT 51639.61; ML Fee WATER/RENT 788 HARVEST FIELDS VENDING 12.50; Mtg Cert DUES 1702 CODA 123.00; RENT 64 HARVEST FIELDS VENDING 12.49; Resale LEASE PAYMENT 790 QUADIENT LEASING 457.02; PUBLICATIONS 1251 THE GRAND LAKER/DELAWARE COUNTY JOURNAL 96.28; 1259 THE GRAND LAKER/DELAWARE COUNTY JOURNAL 96.28; Rural Fire-ST

ADMINISTRATIVE SERVICES 919 MONKEY ISLAND FIRE PROTECTION DISTRICT 4500.00; BLANKET 850 EMERGENCY MEDICAL PRODUCTS 194.25; 867 O-REILLY AUTOMOTIVE INC. 1013.01; 869 PIT STOP 582.38; 873 PARTS CITY LANGLEY 213.73; CLOTHING 694 BAKER'S UNIQUE BOUTIQUE 204.00; ELECTRIC SERVICE 227 REC/NE OKLA ELECTRIC COOP 254.09; 233 REC/NE OKLA ELECTRIC COOP 313.62; 894 REC/NE OKLA ELECTRIC COOP 308.00; 1465 NEW-MAC ELECTRIC COOPERATIVE 27.50; FD EQUIP 688 DOGWOOD RIDGE CONSTRUCTION 72.20; FIRE DEPT EQUIP 1180 QUANTIES SALES & SERVICE 934.18; INSURANCE 271 OMES-AGENCY BUSINESS SERVICES 3398.37; 276 OMES-AGENCY BUSINESS SERVICES 3736.87; 279 OMES-AGENCY BUSINESS SERVICES 7048.48; OXYGEN 1515 FULLERTON WELDING SUPPLY 90.00; REPAIR 1607 FIRE MASTER FIRE EQUIPMENT INC. 837.69; TELEPHONE SERVICE 1455 SST 123.92; 1457 SST 169.60; 1459 GRAND TELEPHONE CO. 131.69; 1463 GRAND TELEPHONE CO. 85.24; SH Commissary FOOD 831 PRODIGY SOLUTIONS 2700.00; SH Svc Fee null 1191 J & J AUTO SUPPLY 566.50; DUES 1703 CODA 123.00; MISC 818 J & J AUTO SUPPLY 634.95; NON-FOOD 1225 GRAVES MENU MAKER 160.94; RADIOS 1236 MUSKOGEE COMMUNICATIONS INC. 1944.00; TELEPHONE SERVICE 823 T-MOBILE 987.26; Use-ST null 1239 EVERBRIDGE INC. 4850.00. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #5 - A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to approve all monthly reports submitted by officers. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried. A report was submitted by the Election Board.

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. Tesreau thanked District 1 and Emergency Manager Jeff Reeves for their help after the storm Tuesday.

AGENDA #7 -A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to hear report by Human Resources Director Vicki Cossairt. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried. Cossairt said there are currently 145 county employees. Since her last report, there has been one new hire, one termination and one employee is in the hire process. Seventeen full-time and two part-time job offers are posted. Cossairt said if all the jobs are filled, the number of employees will be 162. She urged elected officials to make sure they have budgeted enough money to pay for an increased number of employees. Cossairt said insurance option period will be October 2. DOT has finished random testing for county drivers. Cossairt said there have been some positive Covid tests. She urged everyone to take precautions, such as hand washing, sanitizer and distancing.

AGENDA #8- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to open the floor for new business. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried. O'Neal presented a contract for email service with techfive that arrived Monday afternoon. The contract must be executed 30 days before the old internet service at the sheriff's office is discontinued on Oct. 12. The service is \$1,260 cheaper if payment is made annually. O'Neal said the contract includes 70 addresses at \$7.50 per box. The fee will be paid from the sheriff's funds. A motion was made by Poindexter and seconded by Beck to accept the techfive contract for fiscal year 23-24 in the amount of \$5,040. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #9- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to receive and file officers for the Court Clerk's Office as follows: Requisitioning Officers: Karma Sapp, Natasha Isacc, Nayeli Emmons; Receiving Officers: Amber Moore, Jennifer Garcia, Ashlyn Andrews, Ashley Gutierrez; Inventory Officers: Karma Sapp, Natasha Isaac; Designee: Amber Moore. 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 sign affidavits for the September 15 payroll. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #11- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to approve special payroll date of November 16, 2023, to make longevity payments. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried. Cossairt said it will take approximately \$68,000 to pay longevity pay. She asked the commissioners which account the money should come from. She said last year it was paid out of Use Tax. Poindexter said to pay from the Use Tax again this year.

AGENDA #12- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to advertise for sealed bids on construction of the Delaware County E-911 Center. Persons interested in submitting a bid are to contact Michael Baker, P. A., located in the Delaware County Clerk's Office, Jay, Okla. Bids will be opened and reviewed in meeting dated October 10, 2023, at 9 a.m. Bids will be received no later than 3 p.m. in the County Clerk's Office, Jay, Okla., on October 6, 2023. The board reserves the right to accept/reject any and all bids and the right to re-advertise. County bid #23-24/08. 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 discuss with possible action adopting state travel policy per HR Director Vicki Cossairt. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

Cossairt said any change in the county's travel policy requires a vote of a majority of the elected officials. Since payroll affidavits were signed, a majority of the elected officials were present. Cossairt said the county currently has its own travel policy, which is different from the state's policy which is paid by General Services Administration standards, which changes every time the rate is changed by statute. Cossairt said the county currently has a \$45 per day policy and the GSA standard is now \$59 per day. Cossairt pointed out the current county policy says an employee must be gone from home 24 hours to get paid a per diem rate.

Cossairt said she has sent the new GSA policy to each elected official for review, and the question she was asked most often is if an employee can have a motel room paid for if the meeting is over that day. Cook said the old policy states that overnight funds are allowable if the meeting extends to the end of the work day.

O'Neal said the sheriff wishes to adopt the GSA model. The elected officials present agreed. A motion was made by Poindexter and seconded by Beck to adopt the GSA state travel policy effective Oct. 1, 2023. 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 contract renewal for fiscal year 2024 with Oklahoma Office of Juvenile Affairs for Detention Transportation. 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 discuss with possible action donation of tires to Sheriff's Office from Solid Waste in the amount of \$820 per letter from David Morris, General Manager, Delaware County Solid Waste Trust Authority. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

A motion was made by Poindexter and seconded by Beck to accept the donation of \$820 worth of tires on behalf of the sheriff's office. 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 error correction transfer from Highway-ST to Use Tax in the amount of \$154,113.28 per District 3 Commissioner David Beck. 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 or reject bid received on purchase of new 2000-gallon pumper truck for the Oaks Volunteer Fire Department. Bid #23-24/02. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

Oaks Fire Chief Vince Osburn said there was only one bid received from Firemaster. He said the Oaks board approved the purchase of the 2000-gallon pumper at a cost of \$339,000 financed by Welch State Bank at an interest rate of 5.83%. A motion was made by Poindexter and seconded by Beck to accept the bid. 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 discuss with possible action donation of cage petition from wrecked Sheriff's Office vehicle to Bernice P.D. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

A motion was made by Poindexter and seconded by Beck to donate cage petition from wrecked sheriff's office truck to Bernice P. D. 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 discuss with possible action BOCC paying for motor replacement on Sheriff's Unit #843 and transmission replacement on Sheriff's Unit #840. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried. No action was taken. O'Neal said he is still getting estimates.

AGENDA #20- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to adjourn at 9:36 a.m. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.



ATTEST

BARBARA BARNES - COUNTY CLERK

*Barbara Barnes*  
*by M. Baker*

DELAWARE COUNTY, OKLAHOMA  
BOARD OF COMMISSIONERS

*David Poindexter*  
DAVID POINDEXTER, CHAIRMAN



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JAKE CALLIHAN, MEMBER



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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 POINDEXTER SECONDED BY BECK

TO APPROVE/AMEND MINUTES OF REGULAR MEETING DATED SEPTEMBER 12, 2023.

POINDEXTER Y CALLIHAN AB BECK Y  
MOTION CARRIED.

WITNESS OUR HANDS THIS 19TH DAY OF SEPTEMBER, 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  
by M. Baker

