

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 SECONDED BY

TO APPROVE/AMEND MINUTES OF REGULAR MEETING DATED AUGUST 1, 2023.

POINDEXTER

_CALLIHAN

__BECI

MOTION CARRIED.

WITNESS OUR HANDS THIS 8TH DAY OF AUGUST, 2023.

BOARD OF COMMISSIONERS

DAVID POINDEXTER, CHAIRMAN

JAKE CALLIHAN, MEMBER

DAVID BECK, MEMBER

ATTEST:

BARBARA BARNES- COUNTY CLERK



DELAWARE COUNTY COMMISSIONER'S MEETING MINUTES

August 1, 2023

The Board of County Commissioners of Delaware County met in Regular Session at 9:00 a.m. on August 1, 2023. The agenda was posted July 27, 2023, at 4:24 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 Jake Callihan-Member, 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. All members were present.

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. Poindexter said he attended the Association of County Commissioners summer safety meeting last week. He said a number of employees who had been hurt on the job, including one of his own, told their stories about how they were injured. Poindexter said even though the equipment is often old, commissioners should strive to make its use as safe as possible. "We need to make sure we don't get lax or complacent," Poindexter said.

AGENDA #3- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to approve the minutes for the regular meeting dated July 25, 2023. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; 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 Reserve: General FAN 6981 QUILL CORPORATION 55.74; LEASE 5757 AADVANTAGE LAUNDRY SYSTEMS 119.00; MISC 6881 CAPITAL ONE/WAL-MART BUSINESS 143.64; 6966 CAPITAL ONE/WAL-MART BUSINESS 170.70; OFFICE SUPPLIES 6285 QUILL CORPORATION 2810.01; 6810 ULINE INC 2682.52; 6979 QUILL CORPORATION 135.55; Health MISC 6880CONTROL SOLUTIONS 162.00; OFFICE SUPPLIES 6709 AMAZON CAPITAL SERVICES 980.57; Highway SPILL PREVENTION PLAN 6952 ECA AST LLC 510.00; VEHICLE SUPPLIES 6802 P & K EQUIPMENT INC. 116.20; Rural Fire-ST BLANKET 6490 SPEEDY S #4 425.28; 6522 NAPA AUTO PARTS 285.08; 6523 KATNER MILLS (NAPA) 432.92; 6524 LAKELAND-CPP 832.32; FIRE DEPT GEAR 6279 MUNICIPAL EMERGENCY SERVICES INC 7095.34; OVERHEAD DOORS 6792 TAYLOR OVERHEAD DOORS 10000.00; SUBSCRIPTION 5310 CALTOPO 700.00; SH Svc Fee MISC 6593 BARTON, CANDACE 500.00; 6595 CURTISS TATE TIRES AND SERVICE 33.00; OIL 6470 ALLIED OIL & SUPPLY 916.92; PHYSICAL 1001 INTEGRIS HEALTH MEDICAL GROUP 42.00; 4944 INTEGRIS HEALTH MEDICAL GROUP 42.00; 6342 MEASE MEDICAL CORPORATION 125.00; REPAIRS 6906 J & J AUTO SUPPLY 556.50; UNIFORMS-DCSO 5577 SOUTHERN UNIFORM AND EQUIP 341.94; 6238 SOUTHERN UNIFORM AND EQUIP 59.99; 6468 SOUTHERN UNIFORM AND EQUIP 218.97; 6469 SOUTHERN UNIFORM AND EQUIP 398.94. 2023-2024: CBRI ROAD MATERIALS 559 CRANK, CHAD 1305.00; General null 517 AMAZON CAPITAL SERVICES 378.57; COPY PAPER 569 QUILL CORPORATION 274.95; DUES 685 GRAND GATEWAY EDA 8000.00; LAWN MAINT 153 MATCHELL LAWN CARE LLC 595.00; LEASE PAYMENT 312 LAKELAND OFFICE SYSTEMS 146.04; MISC 28 VERIZON 80.02; 71 IAAO OKLA CHAPTER 15.00; 568 OME CORP. LLC 77.00; OFFICE SUPPLIES 518 QUILL CORPORATION 210.45; 571 AMAZON CAPITAL SERVICES 98.88; PERSONAL SERVICES 310 OSU COOP. EXTENSION SERVICE 4000.00; PHYSICAL 453 MEASE MEDICAL CORPORATION 125.00; PUBLICATIONS 347 THE AMERICAN 157.25; REIMBURSEMENT 435 TUDER, WAYNE 56.20; TRAVEL 513 ELLIS-COOK, LARENA 104.17; WATER 592 HOMETOWN BOTTLED WATER SERVICE 8.00; Health LEASE 78 LEAF 515.82; XRAY 550 EAST WELLNESS, TODD EAST-D.O. 75.00; Highway ASPHALT 538 LONGAN CONSTRUCTION 6468.41; EQUIPMENT INSTALLATION 660 ALL WHEEL DRIVE EQUIPMENT 9692.85; ETR PROJECT 958 OMES, FUND 295 285500.00; INTERNET 47 BOLT FIBER 229.80; LOAN 661 WELCH STATE BANK 1658.94; MISC 577 TRACTOR SUPPLY 2499.99; PARTS 335 WARREN CAT 408.07; 414 PREMIER TRUCK GROUP 127.83; 546 UTILITY TRI-STATE 349.48; REPAIR 532 GROVE TIRE & AUTO 35.00; ROAD MATERIALS 579 LONGAN CONSTRUCTION 2641.50; TIRES 543 T & W TIRES LLC 3155.80; TRAVEL 505 POINDEXTER, DAVID C. 69.43; VEHICLE SUPPLIES 665 P & K EQUIPMENT INC. 16.38; WINDSHIELD REPAIR 403 NOVUS WINDSHIELD REPAIR 409.30; Hwy-ST EQUIPMENT 508 STEWART MARTIN EQUIPMENT 22961.88; SIGN 472 ALL TRAFFIC SOLUTIONS 20797.59; Law Library REMITTANCE 650

LAW LIBRARY REVOLVING FUND 4412.72; Mtg Cert MISC 585 QUILL CORPORATION 179.51; Rural Fire-ST BLANKET 168 CAPITAL ONE/WAL-MART BUSINESS 79.84; FUEL 445 AGRILAND FS 707.59; INTERNET SERVICE 249 BOLT FIBER 193.07; MONTHLY SERVICE 555 AEP, PUBLIC SERVICE CO. OF OKLA. 445.55; 590 REC/NE OKLA ELECTRIC COOP 183.00; 591 BOLT FIBER 75.99; 602 ALERT360 27.81; 603 REC/NE OKLA ELECTRIC COOP 470.00; 658 CARDS NEO, LLC 72.12; 659 CARDS NEO, LLC 106.63; 668 AEP, PUBLIC SERVICE CO. OF OKLA. 183.42; 683 REC/NE OKLA ELECTRIC COOP 211.00; PEST CONTROL 578 NEO PEST CONTROL 400.00; PROPANE 540 RURAL PROPANE 780.63; REPAIR 507 MUSKOGEE COMMUNICATIONS INC. 3780.00; SHIPPING 669 MUNICIPAL EMERGENCY SERVICES INC 137.43; SHIRTS 457 LAMB, KATHY 572.00; SUBSCRIPTION 671 FLUENT INFORMATION MANAGEMENT SYSTEMS INC 1000.00; TELEPHONE SERVICE 209 GRAND TELEPHONE CO. 135.52; TRAINING65NORTHEASTTECHNOLOGY CENTER 1300.00; 439 OSU FIRE SERVICE TRAINING 900.00; SH Svc Fee CLEANING SUPPLIES 500 HOMELAND STORES INC. 89.49; DRUG TESTING 330 AAVCOR 38.00; EQUIPMENT 652 LOWE S 146.47; FOOD 542 HOMELAND STORES INC. 35.00; MISC 682 BARTON, CANDACE 1637.00; MMPI 423 LAW ENFORCEMENT PSYCHOLOGICAL SERVICES 125.00; NON-FOOD 405 GRAVES MENU MAKER 233.12; PARTS 641 J & J AUTO SUPPLY 10.00; 654 J & J AUTO SUPPLY 359.98; REPAIR 514 GRAND LAKE GLASS 209.00; UNIFORMS-DCSO 512 SOUTHERN UNIFORM AND EQUIP 179.97; VENDOR SERVICES 404 GRAVES MENU MAKER 3641.51; 516 GRAVES MENU MAKER 3177.58. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #5 - A motion was made by Commissioner Callihan and seconded by Commissioner Beck to approve all monthly reports submitted by officers. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried. Reports were submitted by the County Clerk, County Health Department and the Assessor.

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. A Kenwood resident thanked Commissioner Beck for the road work he has done, but he said a lot of that work has already washed away. "Kenwood has been neglected the last 10 years," he said. "It's dangerous for a fire truck or ambulance." The Commissioner Beck said to save time he would talk to the residents after the meeting and give them his cell phone number.

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

Cossairt thanked all the guests for attending the meeting. She said the county has 131 employees, one new one starting today, two offers extended and one pending. Fifteen full-time positions and three part-time positions are advertised on the county website. "We have a hard time recruiting CDL drivers," Cossairt said. "I know it may not be as much pay as over the road, but the benefits and time off might offset the larger salary, and they will be home every night." Cossairt urged anyone who knows a CDL driver to call her. She said all positions are always needed at the Sheriff's Office.

Regarding safety, Cossairt said she and Emergency Management Director Jeff Reeves are always working to engage all employees to work safely. She said the root cause analysis the two of them have implemented has improved safety county-wide. "Accidents will happen," Cosssairt said, "but maybe we can lessen the severity."

AGENDA #8-A motion was made by Commissioner Callihan and seconded by Commissioner Beck to open the floor for new business. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried. Poindexter said several traffic handling safety courses will be offered by LTAP in mid August, and some slots are still open.

AGENDA #9- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to discuss progress on the 911 building remodel. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried. Poindexter said he talked with the design team, BKL, last week at the ACCO convention. A meeting has been set for Aug. 24 to finalize the floor plan to get ready to let for bids the last week of August. Poindexter said members of several fire departments have been doing demolition in the building on their own time.

AGENDA #10- No action was taken.

AGENDA #11- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to discuss with possible action purchasing a new phone system for the courthouse, annex and sheriff's office. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

Poindexter said he talked to some vendors at the convention and he has specs to put the job out for bid. Telecomp is one vendor, but Poindexter wants a mandatory walk through as a requirement to bid so the vendor will understand exactly what the job includes. Callihan said he is hearing all the county phone numbers will be lost if Grand Telephone is not included in the system. "We can stick with the numbers that are tied to Grand Telephone," Poindexter said, "but they are doing away with the copper lines now or later. That's the one hiccup, but eventually the land line system will be gone." He wants one number for the courthouse which

will go to a "phone tree," where all the other calls will be disseminated. "We can change phones, but the system is what is failing," Poindexter said. The item will be put on next week's agenda to go out for bids.

AGENDA #12- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to receive and file amendment to designated officers for the County Clerk's Office as follows: Requisitioning Officers: Barbara Barnes, Tayla Douglas; Receiving Officers: Vici Kirby, Frances Fanning; Inventory Officers: Frances Fanning, Barbara Barnes. 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 approve transfer of funds to repay ETR loan from Hwy. Sales Tax to ETR New Life Ranch Road in the amount of \$113,761.53 per David Beck, District #3 Commissioner. 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 receive and file copy of certificate of liability insurance and current list of Board of Directors and Officers for the Kansas Volunteer Fire Department as follows: Jason Martin – Chief; Donny Jorgensen – Asst. Chief; Bob Coleman – Captain; Tony Hyso – Captain; Misty Martin – Lieutenant; Lynn Beachy – Chaplain; requisitioning officers – Jason Martin, Barbara Barnes; receiving officers – Melissa Garcia, Misty Martin; inventory officers – Donny Jorgensen, Misty Martin. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #15- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to approve Disaster Recovery Plan for Delaware County Assessor's Office. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beckves. Motion carried.

AGENDA #16- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to approve intrafund transfer from Lakemont Shores Fire Dept. Capital Outlay to Lakemont Shores Fire Dept. M&O in the amount of \$20,000 per Fire Chief Justin Rowe. 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 Poindexter to advertise for sealed bids for the purchase of a new pumper truck for the Oaks Volunteer Fire Dept. Persons interested in submitting a bid are to contact Michaele Baker, P. A., located in the County Clerk's Office, Jay, OK. Bids will be received no later than 8/29/23 at 4 p.m. in the County Clerk's Office, Jay, OK. Bids will be opened and reviewed in the regular meeting dated 9/5/23 at 9 a.m. Board reserves the right to accept/reject any or all bids and the right to re-advertise. Bid # 23-24/02. 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 receive and forward to the District Attorney and ACCO Insurance tort claim filed by Joshua and Beth Weste. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #19- A motion was made by Commissioner Callihan and seconded by Commissioner Poindexter to approve salvaging of 2008 Ford Expedition, Serial #1FMFU165X8LA63605 and 2006 American LaFrance ladder truck Serial #423AAACG26RW36248 on behalf of Flint Ridge Fire Dept. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #20- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to salvage and surplus the following items for the Assessor's Office: H-104.59 filing cabinet; H-219.3 and H-255.14 HP laser jet printers; H-105.3 Saters Office Desk; H-225.16 HP printer; H-104.55 Planhold flat file cabinet. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #21- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to receive and file list of officers for Delaware County Fire Chiefs' Association as follows: Bernice FD – FC Carl Tesreau, Captain Justin Tesreau; Butler FD – FC Randy Prins, Captain Cody Crawford; Cleora FD- FC Jay Hensley, Captain James Blaser; Colcord FD – FC Kyle Nichols, Asst. Chief Craig Kustanborter; Cowskin FD – FC Will Harding, Captain Kreg Butler; Eucha FD – FC Toby Buzzard, FF Koty Fisher; Flint Ridge FD – FC Mike Hope, Lew Story; Grove FD – FC Mike Reed, Asst. Chief Rocky Desilva; Hickory Grove FD – FC Billy McClintik; Jay FD – FC Brandon Alexander, Asst. Chief Chris Lancaster; Kansas FD – FC Jason Martin, Misty Martin, Bob Coleman; Kenwood FD – FC Greg Butcher, BC Tony Hopton; Lakemont FD – FC John Rowe, Kirsten Rowe; Leach FD – FC Tom Pierce; Monkey Island FD – FC Carl Tesreau, Captain Justin Tesreau; Oaks FD – FC Vince Osburn, Phred Spodnik, Melvin Blossom; Tiajuana FD – FC Jim Smart, FF Tim Woods; Tiff City FD – FC Nate Walter, Asst. Chief Stan Mersman; West Siloam FD – FC Bob Coleman, Misty Martin, Jason Martin; Zena FD – FC John Blessing, Asst. Chief Matt Mussati. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #22- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to accept written confirmation from Jay Chamber of Commerce concerning replacing light poles on the courthouse square. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #23- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to discuss with possible action hiring electrician to place light poles donated by Jay Chamber of Commerce. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

Callihan said he has a phone quote from Tim's Electric for \$12,500 to install the poles to a length to be decided, each with their own electrical plug. The commissioners discussed making the new lights taller than the old ones to make them more difficult to vandalize. A motion was made by Callihan and seconded by Beck to accept the bid from Tim's Electric for \$12,500 to install the new light poles. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #24- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to discuss with possible action plans for the fairgrounds project with Myers-Cherry Construction. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

Callihan said the fairgrounds steering committee has met several times with Myers-Cherry Construction. He said Dave Myers and the architects were there to present a preliminary drawing and cost estimate the committee believes will meet the needs of the county. Myers said his company recently completed a similar facility in Cherokee County. GH2 architects worked with them on that project. He said after meetings with the steering committee, GH2 drew a plan with 33,950 square feet. The facility at Cherokee County is 28,500

Poindexter asked about seating. Myers said bleachers are drawn in the plan, but they are not motorized. "We can get bleachers with wheels you can fold up," Myers said. Callihan said the plan shows seating for 1,000 people. He said the current facility will seat 400 to 500 and that is not enough. He said the show ring in the plan is 60 feet by 100 feet.

Poindexter asked if there were roll up doors. He said the facility could be used in a disaster event. Callihan said there are roll up doors at each end and the common area is 2,030 square feet. This is the place where people can sit to eat and that much room is needed for

Poindexter asked if drainage of the property has been addressed. Myers said a civil engineer will be needed to address drainage. Callihan said he has a verbal agreement to donate the dirt work.

Myers said the design fees will be in addition to the cost estimate provided.

Poindexter asked if there will be enough water available for fire suppression.

Callihan said he has a letter from the City of Jay guaranteeing a new water line will be run. He said he spoke to ODOT and there is no problem with the water line going in. "Whatever we build can run off the water that's out there," Callihan said. "We might need a storage tank." He said the city is working on getting the permits for the new water line now.

Myers said if the commissioners decide to proceed with the project, the design phase will take six months.

Poindexter said he was concerned about the city's time line. "We don't want to build a building and discover there's no water,"

Poindexter asked about demolition of the old building. Callihan said Myers-Cherry will tear it down and haul it all away for \$75,000 to \$100,000, but he believes the commissioners should tear it down and salvage all the materials which can be used somewhere else. Poindexter agreed.

Myers said the engineer will make sure the drainage is fixed correctly.

Beck asked if this design will accommodate the new four-lane highway. "We know where the stakes are," Callihan said. Poindexter asked the sheriff what he thinks.

The sheriff said everything should be done for the children and a new show barn shows county growth.

Callihan said he sees the facility as a multi-purpose center. He said the waterline materials will be supplied by the city and labor will be donated to construct the line.

The sheriff said trustees can help with clean up. Myers said the trustees did clean up on the Cherokee County project.

Myers said his company is hired as construction management and they are not paid a dime until "the shovel hits the ground." The cost of the architects will be on top of the Myers-Cherry contract. Myers said if the cost needs to go down, they can just start shrinking the building. "You can bid alternate plans," Myers said.

Poindexter said the commissioners don't know how much money they will have to spend until the bid is accepted to remodel the new county-wide E-911 Center.

Callihan said, "we need to put a number to it so we know what we can commit to." Myers said when the budget is set the design can be made to fit the money.

Poindexter said the \$4.4 million estimate would be the very top amount the county could commit.

Myers said the estimate of \$130 per square foot is "very cost effective right now."

"We need to get a number to work toward," Callihan said.

Myers said his company and GH2 can get some contracts ready and bring to the next meeting, and maybe the commissioners can have

Jimmy Hollenback, a member of the steering committee, thanked the sheriff for supporting the project. He said the record-setting \$400,000 premium sale helps so many students, as well as 4-H and extension programs. "It sounds like everyone is on board." The commissioners asked if Cherokee Nation would help with the cost. It's possible, but Hollenback said the tribe wants a commitment to be made before they look at providing funds.

AGENDA #25- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to adjourn at 9:54 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

AKE CALLIHAN, MEMBER

DAVID BECK, MEMBER