

## DELAWARE COUNTY COMMISSIONER'S MEETING

March 17, 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 9:03 a.m. on March 17, 2020. The Agenda was posted March 9, 2020 at 8: 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 March 10, 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 to approve payment of claims presented by the County Clerk-Barbara Barnes as follows:

2019-2020 Economic Development Sales Tax 9, DELAWARE COUNTY ECONOMIC DEVELOPMENT AUTHORITY, 2522.22, DCEDA SALES TAX; Emergency Mgmt 88, GMSA, 48.00, UTILITIES; General 2752, XEROX CORPORATION, 189.71, SERVICE2753, XEROX CORPORATION, 213.22, SERVICE2754, PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC, 200.55, LEASE/PUR2755, TOMO, 35.00, DRUG TESTING2756, TOMO, 35.00, DRUG TESTING2757, TOMO, 35.00, DRUG TESTING2758, TOMO, 35.00, DRUG TESTING2759, INTEGRIS HEALTH MEDICAL GROUP, 42.00, PHYSICAL2760, INTEGRIS HEALTH MEDICAL GROUP, 42.00, PHYSICAL2761, INTEGRIS HEALTH MEDICAL GROUP, 42.00, PHYSICAL2762, AMAZON.COM / SYNCB, 74.83, SELF INKING STAMPS2763, HILTON GARDEN INN, 288.00, LODGING2764, BLACKWATER SEPTIC LLC, 850.00, MAINTENANCE2765, REC/NE OKLA ELECTRIC COOP, 78.00, ELECTRIC SERVICE2766, TIM S ELECTRIC INC., 150.00, LABOR2767, AEP, PUBLIC SERVICE CO. OF OKLA., 3033.99, ELECTRIC SERVICE2768, THE AMERICAN, 384.05, PUBLICATIONS2769, MURRAY WOMBLE, 18.96, KEYS2770, BLACKWATER SEPTIC LLC, 2800.00, 2771, CRAIG COUNTY SHERIFF DEPT., 4698.00, INMATE DETENTION2772, NORTHEAST RURAL SERVICES, 16750.00, INTERNET2773, QUILL CORPORATION, 22.99, OFFICE SUPPLIES2774, HOMETOWN BOTTLED WATER SERVICE, 12.50, WATER2775, COX, DOUGLAS GENE, 5500.00, INMATE MEDICATION2776, DEL CO RURAL WATER DIST #3, 54.05, UTILITIES2777, REC/NE OKLA ELECTRIC COOP, 242.00, ELECTRIC SERVICE2778, OSU COOP. EXTENSION SERVICE, 862.64, PART TIME WORK2779, MARTIN, TERESA, 55.14, TRAVEL2780, LAKELAND OFFICE SYSTEMS, 70.56, MONTHLY SERVICE2781, DIAMOND DRUGS INC., 1728.65, MISC; Health 232, PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC, 491.04, LEASE233, VERIZON BUSINESS, 113.40, WIRELESS SERVICE234, VERIZON BUSINESS, 108.92, WIRELESS SERVICE235, SANOFI PASTEUR INC., 170.90, MED SUPPLIES236, SANOFI PASTEUR INC., 359.25, MEDICAL SUPPLIES237, GROVE SUN, 71.00, PUBLICATIONS238, SANOFI PASTEUR INC., 697.85, VACCINE239, QUILL CORPORATION, 272.03, OFFICE SUPPLIES; Highway 1643, LONGAN CONSTRUCTION, 985.54, ROAD MATERIALS1644, GMSA, 198.34, UTILITIES1645, TOMO, 141.00, 1646, BOLT FIBER, 154.08, INTERNET1647, STRIBLING EQUIPMENT LLC, 356.74, HYDRAULIC REPAIR1648, CARTER TRUCKING, 1240.00, FREIGHT1649, STRIBLING EQUIPMENT LLC, 279.24, PARTS1650, LINDLY S INC., 70.97, MISC1651, J & J AUTO SUPPLY, 499.13, MISC1652, JAY UTILITIES AUTHORITY, 363.58, UTILITIES1653, GRAND TELEPHONE CO., 174.34, TELEPHONE SERVICE1654, GRAND LAKE TELECOMMUNICATIONS, 60.00, INTERNET1655, SOUTHERN TIRE MART LLC, 1576.75, TIRES1656, WARREN CAT, 1285.52, PARTS1657, WARREN CAT, 250.72, PARTS1658, LAKELAND-CPP, 2816.00, FUEL1659, LAKELAND-CPP, 2287.40, FUEL1660, SUMMIT TRUCK GROUP, 1110.08, PARTS; Judgement-ST 16, DELAWARE COUNTY JUSTICE AUTHORITY, 143239.60, JUSTICE AUTHORITY SALES TAX; Mtg Cert 47, WAL-MART-EXCEPTION PROCESSING, 33.88, RAINGEAR & OFFICE SUPPLIES; Resale 230, QUADIENT LEASING, 457.02, LEASE231, QUADIENT LEASING, 4617.21, LEASE PAYMENT; RM&P 93, INTEGRIS HEALTH MEDICAL GROUP, 42.00, PHYSICAL; Rural Fire-ST 862, KATNER MILLS (NAPA), 219.99, BLANKET863, BERNICE SANITATION LLC, 49.00, SANITATION864, TERRY S MOBILE SERVICE & REPAIR, 125.00, REPAIRS865, O-REILLY AUTOMOTIVE INC., 16.85, BLANKET866, LOWE S, 61.65, BLANKET867, SISCO TRUE-VALUE HARDWARE, 12.44, BLANKET868, REC/NE OKLA ELECTRIC COOP, 596.00, ELECTRIC SERVICE869, SISCO TRUE-VALUE HARDWARE, 86.45, BLANKET870, LAKELAND-CPP, 1056.55, BLANKET871, BERNICE SANITATION LLC, 50.00, SANITATION872, SUDDEN LINK, 92.83, TELEPHONE SERVICE873, U.S. POSTAL SERVICE, 114.00, RENTAL874, WELCH STATE BANK, 1422.90, LEASE/PUR875, WELCH STATE BANK, 1412.08, LEASE/PUR876, KANSAS BUILDING SUPPLY INC., 12.06, BLANKET877, CIRCLE N, 53.00, BLANKET878, REC/NE OKLA ELECTRIC COOP, 223.64, ELECTRIC SERVICE879, VERIZON WIRELESS, 136.69, WIRELESS SERVICE880, SST, 203.39, TELEPHONE SERVICE881, SISCO TRUE-VALUE HARDWARE, 134.94, BLANKET882, O-REILLY AUTOMOTIVE INC., 27.48, BLANKET883, O-REILLY AUTOMOTIVE INC., 59.99, BLANKET884, WELCH STATE BANK, 1823.06, LEASE/PUR885, GRAND SAVINGS BANK, 1244.86, LEASE/PUR886, CIRCLE N, 173.89, BLANKET887, REC/NE OKLA ELECTRIC COOP, 302.00, ELECTRIC SERVICE888, QUADMED, INC., 2455.93, FIRE DEPARTMENT MEDICAL SUPPLIES889, SST, 120.14, TELEPHONE SERVICE890, KENWOOD WATER DISTRICT, 18.00, UTILITIES891, REC/NE OKLA ELECTRIC COOP, 133.32, ELECTRIC SERVICE892, EMERGENCY MEDICAL PRODUCTS, 688.28, MEDICAL SUPPLIES893, REC/NE OKLA ELECTRIC COOP, 193.90, ELECTRIC SERVICE894, REC/NE OKLA ELECTRIC COOP, 211.11, ELECTRIC SERVICE895, WALKER HARDWARE & LUMBER, 26.49, BLANKET896, SPEEDYS 66, 39.83, BLANKET897, GRAND LAKE TELECOMMUNICATIONS, 35.00, INTERNET898, GRAND TELEPHONE CO., 84.29, TELEPHONE SERVICE899, CIRCLE N, 130.21, BLANKET900, STEVESON L.P. GAS, 745.00, PROPANE901, CIRCLE N, 79.82, BLANKET902, BANK OF GRAND LAKE, 2078.45, LEASE/PUR903, GRAND TELEPHONE CO., 53.05, TELEPHONE SERVICE904, GRAND LAKE TELECOMMUNICATIONS, 97.95, INTERNET905, SMITH TWO-WAY RADIO INC., 250.00, REPAIR906, NEW-MAC ELECTRIC COOPERATIVE, 27.50, ELECTRIC SERVICE907, MUNICIPAL EMERGENCY SERVICES INC, 5621.19, FIRE DEPT EQUIP908, BOLT FIBER OPTICS SERVICES, 91.09, INTERNET SERVICE; SH Commissary 79, PRODIGY SOLUTIONS,

636.97, VENDOR SERVICES80, PRODIGY SOLUTIONS, 684.22, VENDOR SERVICES; SH Svc Fee 754, TOMO, 35.00, DRUG TESTING755, TOMO, 35.00, DRUG TESTING756, TOMO, 35.00, DRUG TESTING757, TOMO, 35.00, DRUG TESTING758, TOMO, 35.00, DRUG TESTING759, TOMO, 35.00, DRUG TESTING760, TOMO, 35.00, DRUG TESTING761, TOMO, 35.00, DRUG TESTING762, FUELMAN OF OKLAHOMA, 4832.94, FUEL763, U.S. BANK, 91.88, MISC764, O-REILLY AUTOMOTIVE INC., 40.52, MISC765, AEP(LEASE), 200.00, LEASE766, AT&T MOBILITY, 1171.16, WIRELESS SERVICE767, U.S. BANK, 9.09, 768, ECOLAB INC., 167.97, CLEANING SUPPLIES769, FLOWER S BAKING CO., 80.50, BREAD770, HOMETOWN BOTTLED WATER SERVICE, 18.75, WATER; SH Tng 19, PUBLIC AGENCY TRAINING COUNCIL, 325.00, TRAINING20, LEWIS, ANGELA, 67.50, PER DIEM; SW Mgmt 9, SOLID WASTE, 141843.44, SOLID WASTE SALES TAX; Use-ST 4,VISUALFORCEINC,2442.00,VEHICLE SUPPLIES  
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 as follows: Court Clerk  
Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

**AGENDA #4-A** motion was made by Commissioner Kirk and seconded by Commissioner Martin to approve Highway Cash for April, 2020 as follows: DIST. #1: 1102-6-4300-1110(SALARIES) \$38,000.00; 1102-6-4100-1310(TRAVEL) \$500.00; 1102-6-4100-2005(M&O) \$16,778.18; 1102-6-4100-4130(LEASE/PURCHASE) \$12,000.00; 1102-6-4100-2065(INSURANCE) 1,000.00; 1103-6-4100-2005(CBRI-105) \$10,761.39. DIST #2: 1102-6-4200-1110(SALARIES) \$50,000.00; 1102-6-4200-2005(M&O) \$6,278.17; 1102-6-4200-4130(LEASE/PURCHASE) \$12,000.00; 1103-6-4200-2005(CBRI-105) \$10,761.38. DIST #3: 1102-6-4300-1110(SALARIES) \$48,000.00; 1102-6-4300-2005(M&O) \$5,278.17; 1102-6-4300-2005(PHONE & POSTAGE) \$1,000.00; 1102-6-4300-4130(LEASE/PURCHASE) \$11,000.00; 1102-6-4300-2065(INSURANCE) \$3,000.00; 1103-6-4300-2005(CBRI-105) \$10,761.38/GRAND TOTAL: \$237,118.67.  
Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

**AGENDA #5-A** motion was made by Commissioner Kirk and seconded by Commissioner Martin to approve blanket purchase orders for April, 2020. 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 approve hearing a presentation by Health Department Representative to provide situational update for Covid-19.  
Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.  
Sean Bridges, Health Educator for the Oklahoma State Department of Health spoke about ways to prevent the spread of COVID-19. Critical steps to take include: If you feel sick, stay home. Do not go to work. If your children are sick, keep them at home. Do not send them to school. If someone in your household has tested positive for the coronavirus, keep the entire household at home. Do not go to work or school. If you are an older person, stay home and away from other people. Minimize touching your face or doorknobs, etc. Wash your hands and use hand sanitizer. Stay away from groups of 10 or more. If you are a person with a serious underlying health condition that can put you at increased risk, for example, a condition that impairs your lung or heart function or weakens your immune system, stay home and away from other people. For questions about the COVID-19, please call the Coronavirus Hotline at: (877) 215-6338. Also, the CDC website: <https://www.cdc.gov/coronavirus>. There is no cure or vaccination for COVID-19.

**AGENDA #7-A** motion was made by Commissioner Kirk and seconded by Commissioner Martin to approve hearing a presentation by Vicki Cossairt, HR Director, concerning update regarding Corona Virus situation with possible action. Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried. Vicki Cossairt spoke of what Delaware County has done so far to help stay safe in the Courthouse. Vicki has asked the custodian to wipe down with disinfectant the door knobs and clean restrooms every two hours. The custodian will spray disinfectant in the air every couple of hours in the common areas of the courthouse. He was asked to limit trash disposal as each office has been asked to bag up their own trash and place it in the haul for pickup. The trash will be picked up at the end of the day. He will also wipe down the benches and chairs in the court rooms and commission meeting room at least once or twice a day. We have hung signs identifying the hand sanitizers in the halls to draw attention to the public. We have posted CDC handwashing guides in all restrooms and in all departments. We are going to try to put up additional hand sanitizer dispensers if there is hand sanitizer available to fill them. Each office will wipe down their own light switches daily. We will be creating a plan to work with reduced staff if that should become necessary. Vicki has been e-mailing information from CDC and McAfee & Taft concerning safety measures. There may be Federal Legislation concerning broadening FMLA coverage and Vicki will



keep the county apprised as to any FMLA changes or additions. She said it may be possible to for the county to be reimbursed for part of the extra funds expended by the county due to the COVID-19 emergency.

**AGENDA #8-A** motion was made by Commissioner Martin and seconded by Commissioner Kirk to approve an invoice in the amount of \$100.00 submitted by Craig County Detention Center for the month of February, 2020. 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 approve receiving and file Certificate of Liability Insurance and current members of the Cleora Fire Department as follows: President-John Hensley, Jr., Members-Braden Middleton, Billy Jones, Tyler Bullard & Bill Ballenger, Secretary/Treasurer-Karen Quinn, Fire Chief-Bill Ballenger, Assistant Chief-John Hensley, Jr., Requisitioning-Barbara Barnes & Bill Ballenger, Receiving-John Hensley, Jr, Inventory-Braden Middleton & Billy Jones. Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

**AGENDA #10-A** motion was made by Commissioner Martin and seconded by Commissioner Kirk to approve receiving and file Certificate of Liability Insurance and current members of the West Siloam Springs Rural Fire Department as follows: President-Joey Dozhier, Vice President-Dave Kendrick, Secretary-Linda Stinchcomb, Treasurer-Sharon Harrison, Member-Bud Stinchcomb, Fire Chief-Bob Coleman, Assistant Chief-Roger Gatewood, Requisitioning-Barbara Barnes & Bob Coleman, Receiving-Joey Dozhier, Inventory-Misty Martin. Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

**AGENDA #11-A** motion was made by Commissioner Martin and seconded by Commissioner Kirk to approve a resolution to transfer NES/Xerox copier Serial #AE7156342 from the County Treasurer's Office to the County Assessor's Office. Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

**AGENDA #12-A** motion was made by Commissioner Kirk and seconded by Commissioner Martin to approve a resolution to junk HP Laser Jet printer Serial #VNB3502137 per request of the County Treasurer's Office. Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

**AGENDA #13-A** motion was made by Commissioner Martin and seconded by Commissioner Kirk to approve to receive and forward Tort Claim Notice of John Coltan Banks, Nikalas J. Berry, Thomas Lee Layton Owen, Robert Wesley Scott, Randy Jack Wiggins, Garl Williams, Jr. and James Robert Vincent Dilley to Insurance Carrier. Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

**AGENDA #14-A** motion was made by Commissioner Kirk and seconded by Commissioner Martin to approve an invoice in the amount of \$1,458.00 submitted by the Adair County Sheriff's Office for housing of Delaware County Inmates in February, 2020. Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

**AGENDA #15-A** motion was made by Commissioner Kirk and seconded by Commissioner Martin to approve the Sheriff's Commissary Fund and Boarding of Prisoners Financial Statements for period ending February 29, 2020. Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

**AGENDA #16-A** motion was made by Commissioner Kirk and seconded by Commissioner Martin to approve declaration of surplus on one (1) HP Laser Jet Printer Inventory ID#C225.44; one (1) HP Laser Jet Printer Inventory ID#C225.40; one (1) HP Laser Jet Printer Inventory ID#C225.39 and one (1) HP Pro 3500 PC Micro Tower Inventory ID#C216.35 per request of the County Treasurer. Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

AGENDA #17-A motion was made by Commissioner Martin and seconded by Commissioner Kirk to approve to go into Executive Session pursuant to Title 25 Oklahoma Statute 307 B-1 to discuss employment, promotion, demotion, disciplining or resignation of any individual or salaried public officer or employee. Re: Emergency Management Director and Custodian. Executive Session started at 10:16 a.m. Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

AGENDA #18-A motion was made by Commissioner Kirk and seconded by Commissioner Martin to approve returning to Regular Session at 10:35 a.m. and vote to take any necessary action related to Executive Session identified in Agenda Item above. Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried. Commissioner Martin made a motion to offer the EM position to Jerry Evans and Commissioner Poindexter seconded. Roll call: Commissioner Poindexter-yes Commissioner Martin-yes Commissioner Kirk-yes. Motion carried.


AGENDA #19-A motion was made by Commissioner Kirk and seconded by Commissioner Martin to approval to open the floor for new business. Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried. Commissioner Poindexter said that siren testing was done in Grove and there is repair work that will need to be done. He said that the repair work may cost approximately \$6,000.00

AGENDA #20- A motion was made by Commissioner Kirk and seconded by Commissioner Martin to approve to open the floor for Citizen's participation or public comments. Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried. Vicki Cossairt, HR Director spoke about the Fiscus trees in the hall and how the custodian had said that he understood that someone in the Assessor's Office years ago had volunteered to keep the leaves dusted and cared for. The trees are getting so large that one of them is growing into the vent. She asked if the commissioners would want to donate the trees to get them out of the hall. Commissioner Poindexter said the board would take it under advisement and place the request on a future meeting. Crystal January, Election Board Secretary, spoke about the fact she had just been on a call with the State Election Board and at this time, no scheduled elections could be cancelled and the election board cannot be closed. The State Election Board suggested that Crystal could encourage more people to vote via absentee ballot, however Crystal said she had not budgeted for enough postage to send additional absentee ballots. She said she may need to ask for addition money from the county. Crystal said the June election is a worry to her if there are many more requests for absentee ballots.

AGENDA #21- A motion was made by Commissioner Kirk and seconded by Commissioner Martin to adjourn the meeting at 11:04 a.m. Roll call: Commissioner Poindexter-yes, Commissioner Martin-yes, Commissioner Kirk-yes. Motion carried.

  
David Poindexter, Chairman

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Russell Martin, Member

  
Martin Kirk, Member

Attest:   
Barbara Barnes, County Clerk

