



DELAWARE COUNTY COMMISSIONER'S MEETING MINUTES

April 22, 2025

The Board of County Commissioners of Delaware County met in Regular Session at 9:00 a.m. on April 22, 2025. The agenda was posted April 21, 2025, at 8:30 a.m. and placed in the kiosk on the courthouse lawn as 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. 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. In addition to the commissioners and clerk, Carl Tesreau of Monkey Island Fire Department, Human Resources Director Vicki Cossairt, Undersheriff Joe White, Mike Major, Carolyn Boothe, Election Board Secretary Crystal January, Court Clerk Karma Sapp, County Treasurer Treasa Earp, Emergency Management Director Jeff Reeves, Payroll Clerk Tayla Douglas, Assessor Larena Cook and Jack Wood introduced themselves. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #3- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to approve the minutes for the regular meeting dated April 15, 2025. 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 - 2024-2025 - CBRI 28, THE RAILROAD YARD, 20597.89, ROAD MATERIAL 29, THE RAILROAD YARD, 24504.90, ROAD MATERIAL 30, SCURLOCK INDUSTRIES, 5070.00, ROAD MATERIAL; Economic Development Sales Tax 10, DELAWARE COUNTY ECONOMIC DEVELOPMENT AUTHORITY, 11338.90, DCEDA SALES TAX; Emergency Mgmt. 36, TRENCH BROTHERS GRAPHICS LLC, 641.46, MISC 37, VANCE CHRYSLER DODGE JEEP RAM, 104.32, REPAIRS; General 3040, QUILL CORPORATION, 1710.23, OFFICE SUPPLIES 3041, MATTHEWS CHRYSLER DODGE JEEP RAM, 16.30, VEHICLE MAINTENANCE 3042, TURN KEY HEALTH CLINICS, 13746.78, MISC 3043, JACKSON, AUNDRIA JEAN, 348.40, TRAVEL 3044, OZARK LEASING A PROGRAM OF DE LAGE, 97.82, LEASE 3045, GENESIS OF OKLAHOMA, 243.03, COPIES 3046, U.S. POSTMASTER, 585.00, POSTAGE 3047, THE AMERICAN, 342.10, TRAVEL 3048, THE AMERICAN, 335.90, TRAVEL 3049, AIR WISE HEATING AND AIR, 784.78, HEATER/AC UNIT 3050, MCI, 73.76, LONG DISTANCE SERVICE 3051, THE AMERICAN, 34.00, PUBLICATIONS 3052, CAPITAL ONE/WAL-MART BUSINESS, 49.24, JANITORIAL 3053, APS FIRECO, 664.01, FIRE ALARM SYSTEM 3054, BAILEY, LINDA RAE, 296.70, TRAVEL 3055, QUILL CORPORATION, 130.99, OFFICE EQUIPMENT 3056, GRAND TELEPHONE CO., 199.61, TELEPHONE SERVICE 3057, QUILL CORPORATION, 107.88, INK 3058, HOMETOWN BOTTLED WATER SERVICE, 9.00, WATER 3059, SECRETARY OF STATE, 20.00, NOTARY 3060, AMAZON CAPITAL SERVICES, 62.97, OFFICE EQUIPMENT 3061, AMAZON CAPITAL SERVICES, 108.00, INSECT REPELLANT 3062, AMAZON CAPITAL SERVICES, 623.38, SUPPLIES 3063, PRICE, JAY J., 448.70, REVAL 3064, MCKINNON, CHELSI FALEN, 215.60, PER DIEM 3065, FACIO, ANTHONY PAUL, 319.20, TRAVEL 3066, CUNNINGHAM, MORGAN BROOKE, 170.00, TRAVEL 3067, JONES, CALEB B., 170.00, PER DIEM 3068, CHARBONNEAU, JEFFREY DAVID, 170.00, PER DIEM 3069, RESIDENCE INN MARRIOTT, 220.00, LODGING 3070, RESIDENCE INN MARRIOTT, 1100.00, LODGING 3071, GOINS, VINCENT G., 470.00, TRAVEL 3072, MCKINNON, CHELSI FALEN, 470.00, PER DIEM; Health 173, VERIZON BUSINESS, 74.71, MONTHLY SERVICE; Highway 1827, JENSEN TRACTOR RANCH, 1065.90, PARTS 1828, UNIVERSAL IMAGES LTD, 966.00, OFFICE SUPPLIES 1829, WHEELER METALS INC., 1123.75, SUPPLIES 1830, J & J AUTO SUPPLY, 97.73, MISC 1831, UNIFIRST CORP, 630.01, UNIFORMS 1832, LITTLE KANSAS TIRE LLC, 80.00, TIRE 1833, LAKELAND OFFICE SYSTEMS, 101.25, PRINTER 1834, SNB BANK, 11592.68, LEASE PAYMENT 1835, COMMUNITY NATIONAL BANK OF OKARCHE, 6090.00, LEASE PAYMENT 1836, REC/NE OKLA ELECTRIC COOP, 188.32, ELECTRIC SERVICE 1837, WELCH STATE BANK, 5203.71, LEASE PAYMENT 1838, LAKELAND-CPP, 4574.34, FUEL 1839, WHEELER METALS INC., 71.40, STEEL/METAL 1840, ADVANCED WORKZONE SERVICES, 2531.25, MISC 1841, THE AMERICAN, 34.20, PUBLIC AUCTION 1842, LAKELAND-CPP, 4227.00, FUEL 1843, OKLAHOMA CORPORATION COMM., 50.00, PERMIT 1844, BANK OF GRAND LAKE, 1806.06, LOAN; Hwy-ST 275, GOSPEL TRUTH CONSTRUCTION, 11468.00, REPAIR 276, LAKELAND-CPP, 4198.50, FUEL 277, SCURLOCK INDUSTRIES, 4797.00, ROAD MATERIAL 278, NOVUS WINDSHIELD REPAIR, 120.00, WINDSHIELD REPAIR 279, LAKELAND-CPP, 2985.66, FUEL; Resale 268, QUADIENT LEASING, 576.55, LEASE PAYMENT; RM&P 128, OSU-CTP, 250.00, TRAINING 129, MID-WEST PRINTING CO., 283.46, ENVELOPES; Rural Fire-ST 1166, AEP, PUBLIC SERVICE CO. OF OKLA., 212.02, ELECTRIC SERVICE 1167, LINDLY S INC., 834.95, PROPANE 1168, LINDLY S INC., 86.79, 1169, FIRE TRUCKS OF AMERICA, 19250.00, FD EQUIP 1170, BANNER FIRE EQUIPMENT, 5518.25, FIRE DEPT BUNKER GEAR 1171, KANSAS BUILDING SUPPLY INC., 19.99, BLANKET 1172, RURAL PROPANE, 434.70, PROPANE 1173, THE AMERICAN, 61.60, PUBLICATIONS 1174, BOUNDTREE MEDICAL LLC, 90.54, BLANKET 1175, GRAND TELEPHONE CO., 130.77, TELEPHONE SERVICE 1176, PARTS CITY LANGLEY, 142.32, BLANKET 1177, REC/NE OKLA ELECTRIC COOP, 181.42, ELECTRIC SERVICE 1178, GRAND TELEPHONE CO., 106.34, TELEPHONE SERVICE 1179, BOLT FIBER, 198.57, INTERNET SERVICE 1180, RURAL WATER DIST. #10, 340.59, UTILITIES 1181, AT&T MOBILITY, 200.20, INTERNET SERVICE 1182, MIAMI INDUSTRIAL SUPPLY AND MANUFACTURING, 120.00, MONTHLY SERVICE; Sheriff-ST 373, OKLAHOMA DEPT OF PUBLIC SAFETY, 870.00,

SUBSCRIPTION 374, FUELMAN OF OKLAHOMA, 13917.49, FUEL; SH Svc Fee 462, GRAVES MENU MAKER, 3530.45, FOOD 463, LINDLY S INC., 192.40, JAIL SUPPLIES 464, PRECISION VAPOR, 2314.94, JAIL SUPPLIES 465, GRAVES MENU MAKER, 3790.15, FOOD 466, MATTHEWS CHRYSLER DODGE JEEP RAM, 59.90, VEHICLE REPAIRS 467, LEAF, 920.94, MISC 468, AAVCOR, 40.00, DRUG TESTING 469, GRAND TELEPHONE CO., 1117.30, TELEPHONE SERVICE 470, LITTLE KANSAS TIRE LLC, 76.99, VEHICLE MAINTENANCE; SW Mgmt. 10, SOLID WASTE, 193614.96, SOLID WASTE SALES TAX. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #5 – Was not needed because no monthly reports were submitted.

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 a 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 134 employees today. Since last week, there have been no exits, three new hires are in process and one offer was declined. The county has four positions for employment open. Cossairt said she has had several questions about whether Easter Sunday is a holiday, and if so, will those who worked be paid for a holiday. Cossairt said while Good Friday is a paid holiday, Easter Sunday is not considered a holiday by the county and if it was, the day off would have to be on a Monday. She said in answer to the questions about who sets the county's holidays, Cossairt said the county adopts the holidays set by the state and those along with any additional ones are approved by the BOCC and the county's Excise Board at the first of every calendar year.

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. There was none.

AGENDA #9- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to discuss with possible action county bereavement policy. Cossairt read the policy (see attached) as amended by suggestions from the majority of elected officials. Cook asked if step parents will be included and pointed out a typo. A motion was made by Callihan and seconded by Beck to accept the policy with the addition of step parents and correction of the typo. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #10- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to table this item until the May 6 meeting as Cossairt is still working on the inclement weather policy. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried.

AGENDA #11- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to sign highway cash for May. 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 sign blanket purchase orders for May. 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 Beck to sign affidavits for the April 30 payroll. 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 accept and deposit \$20,000 donation check for paving of Road 339 in District #2. Callihan said this is part of the Road 583 job. Citizens paid to run the pavement to their houses. 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 sign two ODOT 324a forms for payment to Mears Engineers for state job #30373(06). 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 sign ODOT form 324a for Eucha Lake access road job #36553(04). 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 approve statutory salary for the Election Board Secretary in the amount of \$49,774 effective May 1 per statute Title 26 SS 2-118. 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 open sealed bids on a goose neck trailer on behalf of County Emergency Management with possible acceptance. County Bid #24-25/13. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried. One bid was received for the Emergency Management Command Center from Ryan Heston Government Sales of St. Louis, Mo. in the amount of \$365,949. The price is valid for 30 days. The estimated build time is four to five months. Reeves said he would like to review the bid. A motion was made by Callihan and seconded by Beck to table the item until the April 29 meeting. 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 Beck to receive and forward to the insurance company tort claim from JNR collections agency on behalf of Brightspeed in District #3. 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 approve Jeff Reeves' acceptance of the Flood Plain Administrator position for the Town of Bernice. Reeves said this is the same position he holds for the town of Jay. The towns are required by law to have a Flood Plain Administrator. Reeves will be paid \$500 per year. He said he will prepare the MOU to be signed at a BOCC meeting. 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 discuss update on fair barn construction and possible REC Day. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried. Callihan said the construction is going well considering all the wind and water lately. The time line is on schedule. REC has expressed a desire to have their drive through REC Day at the new fair site. The site will be set up with one road in and one out. Callihan said his crews are putting the parking lot base down now and he thinks it should be finished by September with no problem. He said REC is looking for a permanent home for their event. Callihan said he will confirm with REC at a later date. Mike Major asked if the new building will be fully operational in September. Callihan said the building is on schedule to be complete in October, but the REC event will not use the building.

AGENDA #22- A motion was made by Commissioner Callihan and seconded by Commissioner Beck to adjourn the meeting at 9:37 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

BEREAVEMENT LEAVE

Employees shall be granted time off with pay not to exceed the number of days outlined below for bereavement in the event of the death of the following family members:

Paid time off not to exceed (5) working days

- Employee's spouse
 - Employee's life partner
 - Employee's significant other
 - Employee's parent, father-in-law, mother-in-law
 - Employee's child (IRS dependent child, step child, foster child, etc)
 - Employee's grandchild, (step grandchild, foster grandchild, etc.)
- add step parent*

Paid time off not to exceed (3) working days

- Employee's grandparent, grandparent in-law
- Employee's great grandparent, great grandparent in-law
- Employee's great grandchild, step great grandchild
- Employees brother, brother-in-law
- Employees sister, sister-in-law

Paid time off to attend services not to exceed (1) working day

- Employees aunt, aunt-in-law
- Employees uncle, uncle-in-law
- Employees niece, niece-in-law
- Employees nephew, nephew-in-law

The time must be taken from the date of the death to the date of the services. No time will be granted for use at a later date or to use as vacation, sick or personal time off. Any additional time will be charged to annual leave. Upon request, the employee will provide to the supervisor proof of death and service details within one (1) week.



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 [Signature]

TO APPROVE/AMEND MINUTES OF REGULAR MEETING **APRIL 22.**

POINDEXTER y CALLIHAN BECK y
MOTION CARRIED.

WITNESS OUR HANDS THIS 29TH DAY OF APRIL, 2025.

BOARD OF COMMISSIONERS
DELAWARE COUNTY, OKLAHOMA

[Signature]
DAVID POINDEXTER, CHAIRMAN

JAKE CALLIHAN, MEMBER

[Signature]
DAVID BECK, MEMBER



[Signature]
BARBARA BARNES- COUNTY CLERK