



DELAWARE COUNTY COMMISSIONER'S MEETING MINUTES

May 31, 2022

The Board of County Commissioners of Delaware County met in Regular Session at 9:00 a.m. on May 31, 2022. The agenda was posted May 26, 2022 at 2:37 p.m. and placed in the kiosk located on the courthouse lawn 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. Commissioner Callihan was absent.

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

AGENDA #2-A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to approve introductions and announcements. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried. In addition to the commissioners and county clerk, Carolyn Boothe, Emergency Management Director Jeff Reeves, Human Resources Director Vicki Cossairt, Mike Major, Treasurer Susan Duncan, Doug Smith and Mary Pipens introduced themselves.

AGENDA #3- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to approve the minutes for the regular meeting dated May 24, 2022. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #4- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to approve payment of claims submitted by the County Clerk 2021-2022: Donations 34, STUNTCAMS, 5000.00, CAMERA; General 3274, QUILL CORPORATION, 172.98, TONER3275, SECRETARY OF STATE, 20.00, NOTARY3276, AMAZON.COM / SYNCB, 519.17, OFFICE SUPPLIES3277, GOINS, VINCENT G., 825.44, REVAL TRAVEL3278, THE AMERICAN, 34.10, PUBLICATIONS3279, THE AMERICAN, 34.55, PUBLICATIONS3280, THE AMERICAN, 281.65, PUBLICATIONS3281, THE AMERICAN, 579.70, PUBLICATIONS3282, THE AMERICAN, 33.05, PUBLICATIONS3283, THE AMERICAN, 36.95, PUBLICATIONS3284, B&B HEATING & AIR INC., 340.00, JAIL REPAIRS3285, B&B HEATING & AIR INC., 178.00, REPAIR3286, AMAZON.COM / SYNCB, 143.85, OFFICE SUPPLIES3287, A. RIFKIN CO, 1398.56, ELECTION SUPPLIES3288, AMAZON.COM / SYNCB, 140.65, ELECTION3289, UNIFIRST, 196.62, UNIFORMS3290, KELLPRO INC., 125.00, COMPUTER SOFTWARE; Health 294, OKLAHOMA STATE DEPT. OF HEALTH, 46861.05, PERSONAL SERVICES295, MAYES COUNTY HEALTH DEPT., 43.05, MISC296, AT&T MOBILITY, 96.16, WIRELESS SERVICE297, XEROX CORPORATION, 502.46, LEASE298, STATE PEST CONTROL, 40.00, EXTERMINATION299, DIGI INTERNATIONAL INC., 147.00, SERVICES300, AMBLER ARCHITECTS, 6426.70, RENOVATION; Highway 2073, STRIBLING EQUIPMENT LLC, 231.49, PART2074, LAKELAND-CPP, 2032.74, FUEL2075, WARREN CAT, 376.08, OIL2076, ROSE & MCCRARY PC, 500.00, PROF SERVICES2077, UNIFIRST, 1487.20, CLOTHING2078, LAKELAND-CPP, 4825.54, FUEL2079, ROSE & MCCRARY PC, 500.00, PROF SERVICES2080, HOMETOWN BOTTLED WATER SERVICE, 20.00, WATER/RENT2081, PARTS CITY LTE, 694.98, MISC2082, AAVCOR, 38.00, DRUG TESTING2083, PARTS CITY LTE, 891.47, FILTERS2084, AAVCOR, 38.00, DRUG TESTING2085, CINTAS FIRST AID & SAFETY, 224.38, FIRST AID SUPPLIES2086, GROVE TIRE & AUTO, 80.00, TIRE2087, PRYOR STONE INC., 9638.38, ROAD MATERIALS2088, LONGAN CONSTRUCTION, 1599.44, ROAD MATERIALS; Resale 293, THE GRAND LAKER/DELAWARE COUNTY JOURNAL, 79.47, PUBLICATIONS294, THE GRAND LAKER/DELAWARE COUNTY JOURNAL, 995.80, PUBLICATIONS295, TM CONSULTING INC., 200.97, COMPUTER HARDWARE; Rural Fire-ST 1130, ALERT360, 25.99, MONTHLY SERVICE1131, BOLT FIBER, 49.99, MONTHLY SERVICE1132, SISCO TRUE-VALUE HARDWARE, 256.65, BLANKET1133, CARDS NEO, LLC, 60.00, SANITATION1134, REC/NE OKLA ELECTRIC COOP, 329.00, ELECTRIC SERVICE1135, SUDDENLINK, 91.84, TELEPHONE SERVICE1136, SBA STEEL LLC, 158.02, RENT1137, WELCH STATE BANK, 1422.90, LEASE/PUR1138, WELCH STATE BANK, 1422.90, LEASE/PUR1139, AEP, PUBLIC SERVICE CO. OF OKLA., 194.99, ELECTRIC SERVICE1140, EMERGENCY MEDICAL PRODUCTS, 2479.95, MEDICAL SUPPLIES1141, REC/NE OKLA ELECTRIC COOP, 118.94, ELECTRIC SERVICE1142, REC/NE OKLA ELECTRIC COOP, 184.00, ELECTRIC SERVICE1143, CARDS NEO, LLC, 61.50, SANITATION1144, SBA STEEL LLC, 158.02, RENT1145,

BOLT FIBER, 161.18, MONTHLY SERVICE1146, C&R OIL COMPANY, 598.16, BLANKET1147, OZARK RESCUE SUPPLIERS INC, 1872.93, FIRE DEPT GEAR1148, HOBBS HEATING & COOLING, 349.00, HEATING & AIR COND.; SH Commissary 41, GRAVES MENU MAKER, 2463.07, VENDOR SERVICES42, GRAVES MENU MAKER, 2597.67, VENDOR SERVICES; SH Svc Fee 586, QUALITY INN CONFERENCE CENTER, 101.76, LODGING587, OMNI III CABLE TV INC,, 198.75, TELEPHONE588, ON TARGET, 600.00, AMMUNITION589, AEP(LEASE), 200.00, LEASE590, STUNTCAMS, 989.00, CAMERA591, AAVCOR, 38.00, DRUG TESTING592, CURTISS TATE TIRES AND SERVICE, 133.25, VEHICLE REPAIRS. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #5 was not needed as no monthly reports were submitted by officers.

AGENDA #6 - A motion was made by Commissioner Poindexter and seconded by Commissioner Beck for approval of citizen's participation or comments. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried. There were none.

AGENDA #7 - A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to approve report by Human Resources Vicki Cossairt. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried. Cossairt urged everyone to continue to take precautions for Covid. She said there has been some Covid activity with courthouse employees, but it was either on the last day of the week or when they were not at work. She handed out copies of the Covid 19 Isolation and Quarantine Guidance sheet prepared by the Oklahoma State Department of Health. "We have been very fortunate in our hiring," Cossairt said, "as in the past it has been difficult to find CDL drivers and equipment operators." She said a CDL driver will be processed to begin work in District 1 this week and she expects to make as offer to another for District #3.

AGENDA #8- A motion was made by Commissioner Beck and seconded by Commissioner Poindexter to approve intrafund transfer from CIRB M-V District #3 to Hwy. M&O District #3 in the amount of \$77,182.80 per David Beck, District #3 Commissioner. Roll call: Commissioner Poindexter-yes; Commissioner Callihan-yes; and Commissioner Beck-yes. Motion carried. Beck said this moves money between accounts to pay for a Case skid steer loader he purchased.

AGENDA #9-A motion was made by Commissioner Poindexter 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 Tiff City Volunteer Fire Department as follows: David Hardesty – Chairman; Michael Roark – Secretary/Treasurer; Joseph Ferren – Vice Chairman; Jacob Hardesty, Ben Hauser – members; Nathaniel Walter – Fire Chief; Open – Asst. Chief; Ben Hauser, Barbara Barnes – Requisitioning Officers; Jacob Hardesty – Receiving Officer; Joseph Ferren – Inventory Officer. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #10- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to approve resolution for fiscal year 2022-2023 contracts for the office of Delaware County Clerk as follows: 1. Pitney-Bowes lease for mailing equipment; 2. Underground Vault & Storage for county records; 3. Lakeland Office Systems for copier maintenance and toner; 4. Kellpro for software licensing and support; 5. Harvest Fields for water cooler rental. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #11- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to receive and file fiscal year 2022-2023 list of officers for the Delaware County Clerk's Office as follows: Requisitioning Officers – Barbara Barnes and Tayla Douglas; Receiving Officers – Vici Kirby, Rachel Karleskint and Teresa Goss; Inventory Officer – Frances Fanning. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #12- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to commitment by the Delaware Coutu Board of Commissioners to pay 10% matching funds if awarded the \$140,585 grant to update the Delaware County Hazard Mitigation Plan. The grant will the through the Federal Emergency Management Agency. The county's portion will be \$14,058.50 and come from 0001-1-2000-4110 (Capital Outlay). Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #13- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to approve to re-advertise for sealed bids on annual janitorial service. Persons interested in submitting a bid are to contact Michaele Baker, P. A., located in the County Clerk's Office, Jay, Okla. Bids will be opened and reviewed June 21, 2022, at 9 a.m. with possible acceptance at a later date. Bids will be received no later than 4 p.m. in the County Clerk's office on June 16, 2022. The Board reserves the right to accept/reject any and all bids and the right to re-advertise. Co. Bid #21-22/21. Poindexter said he questioned one bid specification which said "other terms and conditions can be added." Both commissioners said the specs

should be specific and set. Poindexter made a motion to strike that statement and run the bid as is otherwise. Beck seconded the motion. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #14- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to approve opening sealed bids on annual cleaning & paper products with acceptance at a later date. Co. Bid #21-22/15. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #15- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to approve opening sealed bids on annual uniform service with acceptance at a later date. co. bid #21-22/14. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #16- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to approve intrafund transfer From Lakemont Shores Capital Outlay to Lakemont Shores M&O in the amount of \$15,000 per Josh Rowe, Fire Chief. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #17- A motion was made by Commissioner Poindexter 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 Kenwood Volunteer Fire Department as follows: Tony Hopton - Chairman, Greg Butcher – Vice Chairman, Curtis Dry-Sec/Treas, Adrian Black-Member, Ira Holt-Member, Greg Butcher – Fire Chief, Curtis Dry-Asst. Chief, Greg Butcher, Barbara Barnes –Requisitioning Officers, Barbara Hopton, Denisa Dry -Receiving Officers, Jan Butcher -Inventory Officer. Poindexter said the Fire Chief and Asst. Chief should not be on the board. “There are probably not enough people down there,” Poindexter said. Poindexter suggested Beck visit the department and tell them the board members should not be firefighters. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #18- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to approve payment of invoice from Floyd & Driver PLLC for American Rescue Plan Act professional services retainer in the amount of \$7,594.54. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #19- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to approve an intrafund transfer from Assessor M&O to Assessor travel in the amount of \$2,000 per Larena Ellis Cook, County Assessor. Cook said her staff traveled to the Northeast District meeting, one they had not attended in a while, so it made the travel account short. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #20- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to receive and file current list of officers for the Delaware County Sheriff’s Department as follows: Requisition Officers – James Beck and Genia Yeager; Receiving Officers – Nick O’Neal and Shannon Anderson. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #21- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to approve yearly update of Disaster Recovery Planning for State Auditor per Treasurer Susan Duncan. Duncan said she updates contact information and vendors each year. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #22- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to approve resolution establishing and designating County Depositories for the County Treasurer. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #23- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to approve resolution for care and handling of all Delaware County Funds for the County Treasurer. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #24- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to approve renewing contracts for fiscal year 2022-2023 for the Treasurer’s Office. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #25- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to approve contract with Animal and Plant Health Inspection Service for predator and rodent services for fiscal year 2022-2023 in the amount of \$2,400. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #26- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to receive and file officers For Delaware County Treasurer's Office for Fiscal Year 2022-2023 as follows: Requisitioning Officers – Susan Duncan, Treasa Earp, Meagan Hamby; Receiving Officers – Jackie Wyatt, Melanie Sixkiller, Carlee Bengel; Inventory Officers – Merikki Trujillo, Pam Hale, Lesley Simpson. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #27- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck discuss with possible action using Coronavirus Emergency Supplemental Funding Grant to purchase laptops for the Sheriff's Office. Sheriff Beck said there is \$25,000 left in this grant. He said the first time he asked to buy laptops with this grant, the grant administrator said no, but he assured the BOCC if it would buy the computers, the grant would reimburse the general fund. Instead of using Sheriff's Office funds to pay for the computers, he asked the commissioners to approve the purchase from the general fund. Poindexter asked if the sheriff had any quotes. Sheriff Beck said he needs to get new quotes because the computers will cost more now than the quotes he got when the grant refused to pay for the machines before. Sheriff Beck will get new quotes for 20 computers. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #28 was not needed as the sheriff said it should have been removed. The item concerned his wish to buy more vehicles, but there is not yet a state contract for 2023.

AGENDA #29- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to receive and file cash on hand statements submitted by the County Treasurer's Office. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #30- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to review with possible action detention services agreement by and between ROCMND Area Youth Services, Inc. and the Delaware County BOCC. Poindexter said the agreement seemed to be the same one at the same price. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

AGENDA #31- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to meet with Nyles Buckingham of Magnum Construction about the courthouse flooring project. Buckingham was not present, but he sent the site manager, who never introduced himself, and Randy Mount, the floor salesman. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried. Poindexter said there was a misunderstanding about where the floor was going to be replaced. "I was under the impression it was where the carpet had been removed and not the halls." Poindexter said. "Was this quote for the whole building? And it seems in these emails lesser materials were chosen to lower the price all without the board knowing. So how can we make the adjustments?" Mount said the contract was for glue down, durable floor. "This needs to be glued down, which is the type for high traffic," Mount said. He said this material will not wear through even when put over the bumps Beck pointed out were not removed properly in the Assessor's office. "That used to be true but not with this material," Mount said. "This is the floor of future. It's easy clean, no wax. Tile is out of date because you have to wax it and buff it." He said the click together waterproof flooring first offered as a sample and chosen by the elected officials is now no good for this application. "It's waterproof, but if water gets underneath it will mold," Mount said. Judge Denney arrived to say he doesn't see why the halls should not stay as they are and he agrees he does not want a glued down floor. He said Judge Crutchfield agrees. After much discussion, the bottom line is if the officials don't want glue, which was the point, the comparable option is carpet squares, which are 12 X 12 and easy to replace. The squares click together and require no glue. The crews will begin putting the glue down floor in the public area of the jail and Mount will be bring carpet squares for the electeds to choose for each office.

AGENDA #32- A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to complete the county-wide checklist for quarterly officer's meetings for fiscal year ending June 30,2022. This is a state auditor's office

requirement for all elected officers to complete each quarter. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried.

Ellis Cook said she has a problem with the way the county pays travel. The per day doesn't pay for a second day until six hours have passed after the first 24. She said that doesn't allow her people to be paid for meals on an overnight trip if they return the next day. She wants the county's plan to be made the same as the state's.

Sheriff Beck asked about hiring an IT person for the whole county. "I could do it myself," Beck said. "I have a cyber security degree, but I don't have time." The other elected officials told Beck they each have their own systems which include IT support and system security.

Barnes reminded the elected officials the fiscal year budget is due next week.

Cossairt referred to the checklist item about an avenue for employees to report grievances. She said there is a grievance policy in place and it is outlined on page 50 in the handbook.

AGENDA #33-A motion was made by Commissioner Poindexter and seconded Commissioner Beck to open the floor for new business. Roll call: Commissioner Poindexter-yes; Commissioner Beck-yes. Motion carried. There was none.

AGENDA #34-A motion was made by Commissioner Poindexter and seconded by Commissioner Beck to adjourn at 11:10 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