

Oklahoma Cooperative Circuit Engineering Districts Board

Minutes

Regular Board Meeting

Date: **August 28, 2019**

Time: 11:00 a.m.

Place: ACCO

429 NE 50<sup>th</sup> St

OKC, OK

**CALL TO ORDER BY THE CHAIRMAN AND ROLL CALL**

The Oklahoma Cooperative Circuit Engineering Districts Board (OCCEDB) held a regular meeting on this day in compliance with the Oklahoma Open Meetings Act. President, Joe Don Dickey, called the meeting to order at 11:00 a.m. OCCEDB staff member, Chris Schroder, called roll; attendance was as follows:

**Board Members Present:** Dan Delozier-CED #1, Sam Chandler-CED #2, Tony Simmons-CED #3, Danny Davis-CED #4, Zach Cavett-CED #5, Ty Phillips-CED #6, Joe Don Dickey-CED #7, Max Hess-CED #8.

**Board Members Absent:** none.

**Guest:** Scott Brians-CED 2, Glenn Murray-McClain County, Howard Peterson-ADS Pipe, Betty Freeman-ODOT, Judy Dennis-ODOT, Kevin Paslay-Osage County, Carla Bonner-EST, Kevin Lane-Railroad Yard, Kenny Payne-Muskogee County, Jack Strain-Texas County, Marc Hader-Canadian County, John Kenerson-ODOT, Colt Williams-Murray County, Tate Finnell-Beckham County, Mark Downey-Railroad Yard, Kyle King-ODOT, James Pruit-ODOT, Jerry Alvord-Carter County, Harold Haralson-Cleveland County, Doug Hubbard-Cherokee County, Robert Payao-ODOT, Rodger Kimble-Latimer County, Stephen Wright-Muskogee County, Jeremy Bullard-Latimer County, Donnie Head-CED 8, Jimmy Watson-CED 3.

**OCCEDB Staff Present:** Randy Robinson, Chris Schroder.

**READING OF THE MINUTES OF THE JULY 24, 2019 MEETING AND APPROVAL OR MODIFICATION OF THE SAME**

The minutes from the July 24, 2019 board meeting were read individually. A motion was made by Ty Phillips to approve the July 24, 2019 minutes. The motion was seconded by Dan Delozier. The motion passed as follows:

**Aye:** Dan Delozier, Sam Chandler, Tony Simmons, Danny Davis, Zach Cavett, Ty Phillips.

**Nay:** none.

**Abstain:** Joe Don Dickey, Max Hess.

**DISCUSSION AND POSSIBLE ACTION ON CLAIMS**

The following claims were presented to the board for approval of payment: Fuelman in the amounts of \$142.57, OPEHW in the amount of \$2,865.22, MassMutaul in the amount of \$131.81 and \$291.29, Nationwide in the amounts of \$100.00, and \$1,791.66, ACCO SIG/SIF in the amount of \$724.00, ACCO SIG in the amount of \$2,847.00, Chris Schroder in the amount of \$102.08 and Digital Media Warehouse in the amount of \$52.40. A motion to approve all claims was made by Tony Simmons and was seconded by Dan Delozier. The motion passed as follows:

**Aye:** Dan Delozier, Sam Chandler, Tony Simmons, Danny Davis, Zach Cavett, Ty Phillips, Joe Don Dickey, Max Hess.

**Nay:** none.

**DISCUSSION AND POSSIBLE ACTION REGARDING REIMBURSEMENT PAYMENT TO ACCO**

An invoice outlining reimbursement of miscellaneous expenses to ACCO in the amount of \$603.07 was presented to the board. A motion was made by Max Hess to approve payment to ACCO for reimbursement of expenses. The motion was seconded by Ty Phillips and passed as follows:

**Aye:** Dan Delozier, Sam Chandler, Tony Simmons, Danny Davis, Zach Cavett, Ty Phillips, Joe Don Dickey, Max Hess.

**Nay:** none.

**DISCUSSION AND POSSIBLE ACTION ON SOLID WASTE PROGRAM CLAIMS**

No action.

**DISCUSSION AND POSSIBLE ACTION ON BLANKET PURCHASE ORDER**

A motion was made by Tony Simmons and seconded by Zach Cavett to approve BPO #129. The motion passed as follows:

**Aye:** Dan Delozier, Sam Chandler, Tony Simmons, Danny Davis, Zach Cavett, Ty Phillips, Joe Don Dickey, Max Hess.

**Nay:** none.

**DISCUSSION AND POSSIBLE ACTION ON THE FINANCIAL REPORT**

A monthly financial report was provided to the board for review. A motion to approve the financial report was made by Ty Phillips. The motion was seconded by Dan Delozier and passed as follows:

**Aye:** Dan Delozier, Sam Chandler, Tony Simmons, Danny Davis, Zach Cavett, Ty Phillips, Joe Don Dickey, Max Hess.

**Nay:** none.

**DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF CED'S BUDGETS**

Fiscal year 2020 budget was received from CED 5. A motion was made by Dan Delozier and seconded by Danny Davis to accept the budget. The motion passed as follows:

**Aye:** Dan Delozier, Sam Chandler, Tony Simmons, Danny Davis, Zach Cavett, Ty Phillips, Joe Don Dickey, Max Hess.

**Nay:** none.

**DISCUSSION AND POSSIBLE ACTION REGARDING CED'S AUDITS**

No action.

**DISCUSSION AND POSSIBLE ACTION REGARDING THE DISBURSEMENT OF CED REVOLVING FUNDS TO THE CED'S**

All CEDs' were eligible to receive a disbursement. The amounts were as follows: CED 1-\$55,465.26, CED 2-\$37,887.05, CED 3-\$49,374.40, CED 4-\$39,545.08, CED 5-\$39,237.95, CED 6-\$48,939.77, CED 7-\$46,166.17 and CED 8-\$75,990.49. A motion was made by Ty Phillips to approve the disbursements. The motion was seconded by Dan Delozier and passed as follows:

**Aye:** Dan Delozier, Sam Chandler, Tony Simmons, Danny Davis, Zach Cavett, Ty Phillips, Joe Don Dickey, Max Hess.

**Nay:** none.

**DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF ETR PROJECT CONTRACT AGREEMENTS**

The following contracts for ETR projects were submitted to the board for signature:

Delaware County – Project #'s ETRCR1-21-3(22)20, ETRCR1-21-3(23)20

Kingfisher County – Project # ETRCR8-37-1(03)20

A motion to approve the contracts was made by Max Hess. The motion was seconded by Ty Phillips and passed as follows:

**Aye:** Dan Delozier, Sam Chandler, Tony Simmons, Danny Davis, Zach Cavett, Ty Phillips, Joe Don Dickey, Max Hess.

**Nay:** none.

**DISCUSSION AND POSSIBLE ACTION REGARDING EXTENDING ETR CONTRACT AGREEMENT**

No action.

**DISCUSSION AND POSSIBLE ACTION ON AUCTION POLICIES DEALING WITH MCALESTER AUCTION ITEM**

Randy discussed a piece of equipment that Tulsa County pulled from the McAlester auction. The auction policies state there is an 8% charge for pulled equipment. A motion was made by Dan Delozier and seconded by Zach Cavett to approve the fee and distribute it with the auction proceeds as a non-county piece of equipment. The motion passed as follows:

**Aye:** Dan Delozier, Sam Chandler, Tony Simmons, Danny Davis, Zach Cavett, Ty Phillips, Joe Don Dickey, Max Hess.

**Nay:** none.

**DISCUSSION OF ENGINEER'S REPORT, TRANSPORTATION AND LEGISLATIVE ISSUES AND CED MANAGERS' REPORTS**

Randy distributed a handout showing the certified county highway mileage for each county and how it has decreased over time.

Randy mentioned the CED 5 meeting went well and they are in the process of sending out an RFP for services.

Betty Freeman, ODOT, said equipment applications are due October 1st to apply for the county equipment revolving fund.

**NEW BUSINESS**

None.

**ADJOURNMENT**

A motion to adjourn was made by Dan Delozier. The motion was seconded by Danny Davis and passed as follows:

**Aye:** Dan Delozier, Sam Chandler, Tony Simmons, Danny Davis, Zach Cavett, Ty Phillips, Joe Don Dickey, Max Hess.

**Nay:** none.

**Meeting adjourned**