**O**klahoma **C**ooperative **C**ircuit **E**ngineering **D**istricts **B**oard

**Minutes**

Regular Board Meeting

Date: **November 30, 2022**

Time: 11:00 a.m.

Place: ACCO

429 NE 50th St

OKC, OK 73105

**CALL TO ORDER BY THE CHAIRMAN AND GUEST INTRODUCTION.**

The Oklahoma Cooperative Circuit Engineering Districts Board (OCCEDB) held a regular meeting on this day in compliance with the Oklahoma Open Meetings Act. President Max Hess called the meeting to order at 11:00 a.m.

**Board Members Present:** Dan Delozier-CED #1, Sam Chandler-CED #2, Jeremy Bullard sat in for Chris White-CED #3, Randy Thomas-CED #4, Darry Stacy-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

**Board Members Absent:** Chris White-CED #3

**OCCEDB Staff Present:** Randy Robinson

**Guest:**. See attached sign in sheet(s).

**READING OF THE MINUTES OF THE OCOTBER 19, 2022 MEETING AND APPROVAL OR MODIFICATION OF THE SAME.**

The minutes from the October 19, 2022 board meeting were read individually. A motion was made by Ty Phillips to approve the October 19, 2022 minutes. The motion was seconded by Ty Phillips. The motion passed as follows:

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Randy Thomas-CED #4, Darry Stacy-CED #5, Ty Phillips-CED #6, Max Hess-CED #8.

**Nay**:

**Abstain:** Kirk Butler

**DISCUSSION AND POSSIBLE ACTION ON CLAIMS.**

The following claims were presented to the board for approval of payment:

**10/19/22 OCCEDB Board Meting Agenda # 5**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Voucher/Check #** | **Date** | **Vendor** | **Amount** | **Notes:** |
|  |  | | | |
| 33010 | 10/7/22 | Fuelman | $ 335.93 | Invoice # NP63039014 |
| 33013 | 10/5/22 | Bank SNB | $ 77.96 | September 2022 Account Analysis |
| 33017 | 10/14/22 | NRS | $ 1,075.00 | 10/14/22 Retirement |
| 33018 | 10/14/22 | NRS | $ 250.00 | 9/14/22 Def. Comp |
| 33019 | 10/5/22 | Bank SNB | $ 12.00 | Online account/Bank Fee - New Acct |
|  |  |  |  |  |
|  |  | **TOTAL** | **$ 1,750.89** |  |

A motion to approve all claims was made by Ty Phillips and was seconded by Dan Delozier. The motion passed as follows:

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Randy Thomas-CED #4, Darry Stacy-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

**Nay**: none.

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

A claim outlining reimbursement of miscellaneous expenses to ACCO were presented to the board in the amount of $\_\_\_\_\_\_\_\_\_\_\_\_\_\_. ACCO SIG/SIF in the amount of $805.00. A motion was made by Kirk Butler to approve the payments to ACCO for reimbursement of expenses. The motion was seconded by Darry Stacy and passed as follows:

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Randy Thomas-CED #4, Darry Stacy-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

**Nay**: none.

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

A motion was made by Ty Phillips and seconded by Dan Delozier to approve BPO #\_\_\_\_\_\_\_. The motion passed as follows:

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Randy Thomas-CED #4, Darry Stacy-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

**Nay**: none.

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| DEQ Inv #: | Date: | County: | District: | Description: | Amount: |
| 736 | 10/4/22 | Okfuskee | 3 | Chainsaw | $ 2,000.00 |
| 737 | 10/12/22 | Greer | 2 | Chainsaw | $ 1,889.96 |
| 738 | 10/12/22 | Sequoyah | 1 | Chainsaw | $ 1,999.99 |
| 739 | 10/31/22 | ADMIN |  | October 2022 Admin Fee | $ 2,916.66 |
| 740 | 10/17/22 | Tulsa | 2 | Chainsaw | $ 1,489.88 |
|  |  |  |  | **TOTAL** | **$ 10,296.49** |

A motion to approve all claims was made by Dan Delozier. The motion was seconded by Ty Phillips and passed as follows:

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Randy Thomas-CED #4, Darry Stacy-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

**Nay**: none.

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

A 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 Kirk Butler and passed as follows:

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Randy Thomas-CED #4, Darry Stacy-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

**Nay**: none.

**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-$68,894.85, CED 2-$42,735.09, CED 3-$60,425.10, CED 4-$49,696.66, CED 5-$52,373.08, CED 6-$61,427.57, CED 7-$58,490.61 and CED 8-$85,657.97. A motion was made by Dan Delozier to approve the disbursements. The motion was seconded by Darry Stacy and passed as follows:

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Randy Thomas-CED #4, Darry Stacy-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

**Nay**: none.

**DISCUSSION AND POSSIBLE ACTION REGARDING ETR PROJECT CONTRACT AGREEMENTS.**

No Action.

**DISCUSSION AND POSSIBLE ACTION REGARDING MARCH 10-11, 2023 ELK CITY AUCTION AGREEMENT.**

A motion was made by Ty Phillips to approve the auction agreement with CED #7. The motion was seconded by Darry Stacy.

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Randy Thomas-CED #4, Darry Stacy-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

**Nay**: none

**DISCUSSION AND POSSIBLE ACTION REGARDING REVISING THE 2023 OCCEDB REGULAR MEETING DATES.**

A motion was made by Darry Stacy to approve revising the February date to the 22nd. The motion was seconded by Dan Delozier.

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Randy Thomas-CED #4, Darry Stacy-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

**Nay**: none.

**DISCUSSION AND POSSIBLE ACTION REGARDING ON THE SELECTION OF CAB MEMBERS.**

A motion was made by Sam Chandler to select McIntosh County Commissioner, Monty Grider, to represent District #2 on the CAB board. The motion was seconded by Darry Stacy.

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Randy Thomas-CED #4, Darry Stacy-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

**Nay**: none.

**DISCUSSION AND POSSIBLE ACTION REGARDING CHANGING BANKS.**

A motion was made by Darry Stacy to contact 2 or 3 different banks and research their account requirements such as fees, charges and account minimums and bring information back to the board to act on. The motion was seconded by Dan Delozier

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Randy Thomas-CED #4, Darry Stacy-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

**Nay**: none.

**DISCUSSION AND POSSIBLE ACTION CONCERNING IIJA GRANTS AND FUNDING.**

No action

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

Randy Robinson discussed that he will handing out contact information of board members on ACCO, SIG/SIF and OCCEDB at the new commissioner training. OCCEDB has received a letter from the State’s Auditors’ office concerning engaging in an audit next year in January. CED’s 1 & 8 have already discussed that they will be providing new commissioner training in January 2023. Local Government introduced new staff.

**NEW BUSINESS**

None.

**ADJOURNMENT**

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

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Randy Thomas-CED #4, Darry Stacy-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.**Nay**: none

**Meeting adjourned**