

Oklahoma Cooperative Circuit Engineering Districts Board

Minutes

Regular Board Meeting

Date: **December 18, 2024**

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 11:01 a.m. OCCEDB staff member, Melinda Anoatubby, called roll; attendance was as follows:

Board Members Present:

Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

Board Members Absent: Cacy Cribbs-CED #4,

OCCEDB Staff Present: Randy Robinson and Melinda Anoatubby

Special Guests:

Guest: See attached sign in sheet(s).

READING OF THE MINUTES OF THE NOVEMBER 14, 2024 MEETING AND APPROVAL OR MODIFICATION OF THE SAME.

The minutes from the November 14, 2024, board meeting were read individually. A motion was made by Tomas Manske to approve the November 14, 2024, minutes. The motion was seconded by Jeremy Bullard. The motion passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Tomas Manske-CED #5, Kirk Butler-CED #7, Max Hess-CED #8.

Nay: None

Abstain: Ty Phillips-CED #6

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON CLAIMS.

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

Voucher/Check #	Date	Vendor	Amount	Notes:
33602	12/13/2024	NRS	\$ 1,169.25	Retirement 013-80018 for 12/13/24 PR
33603	12/13/2024	NRS	\$ 275.00	Def. Comp 013-60009 for 12/13/24 PR
33619	11/20/2024	MassMutual	\$ 300.23	November 2024 Disability Insurance
CH # 3492	12/11/2024	Glenn Coffee & Assoc	\$ 275.00	Inv. #2628
33620	12/5/2024	Bank SNB	\$ 15.00	November 2024 Bank Fee (IJA 4600)
33621	12/5/2024	Bank SNB	\$ 145.00	November 2024 Bank Fee (CED 2048)
33622	12/6/2024	FuelMan	\$ 104.96	Confirmation # 301077808
CH #3493	12/7/2024	Randy Robinson	\$ 28.15	New County Comm. Training/ACCO Card Declined
33629	12/27/24 A	NRS	\$ 1,169.25	Retirement 013-80018 for 12/27/24 PR
33631	12/27/24 A	NRS	\$ 275.00	Def. Comp 013-60009 for 12/27/24 PR
33632	12/16/2024	NRS	\$ 1,169.25	Retirement 013-80018 for 12/16/24 Longevity/Retirement
		Total	\$ 4,926.09	

A motion to approve all claims was made by Kirk Butler and was seconded by Tomas Manske. The motion passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

Nay: None

Abstain: None

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING REIMBURSEMENT PAYMENT TO ACCO.

A claim outlining reimbursement of miscellaneous expenses to ACCO and ACCO SIG/SIF were presented to the board in the amount of \$5,028.99 and \$864.62. A motion was made by Ty Phillips to approve the payments to ACCO for reimbursement of expenses. The motion was seconded by Jeremy Bullard and passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

Nay: None

Abstain: None

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON BLANKET PURCHASE ORDER.

A motion was made by Jeremy Bullard and seconded by Mitch Antle to approve BPO #190. The motion passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

Nay: None

Abstain: None

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON SOLID WASTE PROGRAM CLAIMS.

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

County	District	Amount	Project	Check #	DEQ Invoice	Notes
Admin		\$ 2,916.66	Admin Fee		1013	December 2024 Admin Fee
Pottawatomie	2	\$ 1,485.00	DRO	1002	1014	90 Yards
Cherokee	3	\$ 4,200.00	DRO	1003	1015	225 Yards
Creek	1	\$ 1,369.97	Chainsaw	1004	1016	3 Chainsaws
Carter	2	\$ 1,459.97	Chainsaw	1005	1017	2 Chainsaws/1 Pole Saw
Garvin	1	\$ 1,500.00	Chainsaw	1006	1018	4 Chainsaws
Osage	2	\$ 1,489.96	Chainsaw	1007	1019	2 Chainsaws/1 Pole Prunner/1 Oil
Grant	2	\$ 2,151.87	DRO	1008	1020	120 Yards
Grady	3	\$ 1,449.97	Chainsaw	1009	1021	2 Chainsaws/1 Pole Saw
McIntosh		\$ 4,500.00	Envir. Officer	1010	1022	3 months of reports that include citations & other documents
		\$ 22,523.40				

A motion to approve all claims was made by Mitch Antle. The motion was seconded by Ty Philips and passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

Nay: None

Abstain: None

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON THE FINANCIAL REPORT.

November 2024 and December 2024 financial reports were provided to the board for review.

Kirk Butler made a motion to approve the November and December 2024 financial reports and change the reporting frequency for the financial report to show a full month of financials instead of the current practice of providing updates from one board meeting to the next. The motion was seconded by Ty Phillips and passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

Nay: None

Abstain: None

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING THE DISBURSEMENT OF CED REVOLVING FUNDS TO THE CED'S.

All CEDs' were eligible to receive a disbursement. The amounts for November 2024 were as follows: CED 1-\$58,168.94, CED 2-\$37,130.50, CED 3-\$52,193.47, CED 4-\$42,833.82, CED 5-\$49,460.99, CED 6-\$51,516.75, CED 7-\$49,443.02 and CED 8-\$70,893.59. The amounts for December 2024 were as follows: CED 1-\$56,262.81, CED 2-\$36,068.12, CED 3-\$50,527.00, CED 4-\$45,542.77, CED 5-\$47,904.13, CED 6-\$49,877.48, CED 7-\$47,886.87 and CED 8-\$68,477.08. A motion was made by Tomas Manske to approve the disbursements. The motion was seconded by Jeremy Bullard and passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

Nay: None

Abstain: None

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING ETR PROJECT CONTRACT AGREEMENTS.

NO ACTION

DISCUSSION AND POSSIBLE ACTION REGARDING EXTENDING ETR PROJECT CONTRACT AGREEMENTS.

NO ACTION

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION CONCERNING IJA GRANTS AND FUNDING.

The board was presented with accrued interest for October in the amount of \$62.95 and November in the amount of \$65.07.

NO ACTION

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

Randy Robinson discussed the ACCO new commissioner training and the submission of the LCTM Grant.

Matt Mitchell with ODOT discussed changes within ODOT and rebalancing.

ODOT let 7 scour projects which had good bid prices associated with them.

CEDs spoke about not receiving their employee rates approval from ODOT. Matt will follow up on.

CEDs also asked ODOT if the IJA consultant grant contracts could be extended to include any costs due to resubmitting the grants for future funding.

OCCEDB made presentations to resigning/retiring board members, CED 1-Mitch Antle, CED 2-Sam Chandler, CED 8-Max Hess

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING CED #8 & OCCEDB PURCHASE AGREEMENT FOR IPAD'S AND ACCESSORIES.

An agreement between OCCEDB and CED #8 was presented to the board for review. A motion was made by Tomas Manske to approve the purchase agreement. The motion was seconded by Ty Phillips and passed as follows:
Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

Nay: None

Abstain: None

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON APPROVING CED #8 COUNTY ADVISORY BOARD MEMBER.

CED #8 elected Jason Kienholz to represent their CED for the County Advisory Board. A motion was made by Mitch Antle to approve Jason Kienholz as a CAB member beginning January 1, 2025. The motion was seconded by Tomas Manske and passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

Nay: None

Abstain: None

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON LOW CARBON TRANSPORTATION MATERIALS (LCTM) GRANT APPLICATION.

Randy Robinson discussed submitting the grant.

NO ACTION

ADJOURNMENT

A motion to adjourn was made by Tomas Manske. The motion was seconded by Mitch Antle and passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

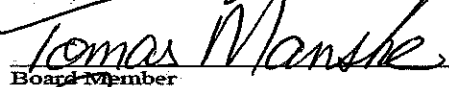
Nay: None

Abstain: None


Meeting adjourned



Board Member



Board Member



Board Member

11/29/25

Date

OCCEDB

December 18, 2024

Please Print

Name	County/Company
1. <u>Scott Britans</u>	<u>CED-2</u>
2. <u>John Northrup</u>	<u>CED 7</u>
3. <u>Shelly Priddy</u>	<u>CED 6</u>
4. <u>Ricky Taylor</u>	<u>Wsb</u>
5. <u>Michele Everett</u>	<u>LG - ODOT</u>
6. <u>Tommy Hoover</u>	<u>LG - ODOT</u>
7. <u>Timothy Johnson</u>	<u>LG - ODOT</u>
8. <u>Aaron Wallace</u>	<u>LG - ODOT</u>
9. <u>Matt VanAllen</u>	<u>LG - ODOT</u>
10. <u>Chris Denny</u>	<u>Marshall D-3</u>
11. <u>Amber Mitchell</u>	<u>ODOT LG</u>
12. <u>Bill Baker</u>	<u>Carter 2</u>
13. <u>Lesley Shedeck</u>	<u>SKLS</u>
14. <u>Sarah Hamby</u>	<u>ODOT LG</u>
15. <u>Julianne Halliday</u>	<u>ODOT - LG</u>
16. <u>Matt Mitchell</u>	<u>ODOT - LG</u>
17. <u>Jasmine Martin</u>	<u>ODOT - LG</u>
18. _____	_____
19. _____	_____
20. _____	_____