Oklahoma Cooperative Circuit Engineering Districts Board

Minutes

Regular Board Meeting

Date: **February 28, 2024**
Time: 11:00 a.m.
Place: ACCO
429 NE 50th Street
Oklahoma City, OK 73071

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. 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, Cacy Cribbs-CED #4
Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

Board Members Absent:

OCCEDB Staff Present: Randy Robinson & Melinda Anoatubby

Special Guests:

Guest: See attached sign in sheet(s).

PRESENTATION BY POE AND ASSOCIATES, COUNTY HIGHWAY INFORMATION.

Jeremy Planteen with Poe & Associates presented a ready to use GIS & data services for county governments.

READING OF THE MINUTES OF THE JANUARY 30, 2024 MEETING AND APPROVAL OR MODIFICATION OF THE SAME.

The minutes from the January 30, 2024 board meeting were read individually. A motion was made by Ty Phillips to approve the January, 2024 minutes. The motion was seconded by Sam Chandler. The motion passed as follows:
Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.
Nay: None
Abstain: Tomas Manske-CED #5

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:
33384	2/8/24	Bank SNB	$ 15.00	Jan 2024 Bank Fee
33385	2/8/24	Bank SNB	$ 91.00	Jan 2024 Bank Fee
33386	2/9/24	Fuelman	$ 284.23	Confirmation #258255680
33390	2/14/24	NRS	$ 1,144.25	Retirement 013-80018 for 2/14/24 PR
33391	2/14/24	NRS	$ 275.00	Def. Comp 013-60009 for 2/14/24 PR
33395	2/28/24	NRS	$ 1,144.25	Retirement 013-80018 for 2/28/24 PR
33396	2/28/24	NRS	$ 275.00	Def. Comp 013-60009 for 2/28/24 PR
33397	2/21/24	MassMutual	$ 300.23	Feb 2024 Disability Insurance
		TOTAL	$ 3,528.96	

A motion to approve all claims was made by Kirk Butler and was seconded by Ty Phillips. The motion passed as follows:
Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4

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 $3,404.41 and $837.00. A motion was made by Mitch Antle 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, Cacy Cribbs-CED #4
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 Ty Phillips and seconded by Jeremy Bullard to approve BPO #180. The motion passed as follows:
Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4
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:

DEQ Inv #:	Check #	County:	District:	Description:	Amount:	NOTES:
906		Admin		Feb 2024 Admin	$ 3,181.81	Feb 2024 Admin Fee
907	905	Adair	1	Chainssaw	$ 1,499.00	2 Chainsaw, 3 chains, files, oil
908	906	Lincoln	1	Chainsaw	$ 1,499.88	4 Chainsaws, 14 chains, oils
909	907	Ottawa	3	Chainsaw	$ 797.24	1 Chainsaw, 13 chains, oil
910	908	Leflore	3	Chipper	$ 22,639.00	2023 Fecon Mulching head
911	909	Oklahoma	1	Chainsaw	$ 1,500.00	3 Chainsaw, 1 Pole Saw
912	910	Muskogee	2	Chainsaw	$ 1,500.00	4 Chainsaws
913	911	Nowata	3	Chainsaw	$ 1,404.91	4 Chainsaws
914	912	Stephens	1	Chipper	$ 30,000.00	Catepillar Attachment
915	913	Beaver	1	Chainsaw	$ 1,500.00	3 Chainsaws, 4 chains, oils
916	914	Woods	1	Chainsaw	$ 1,500.00	3 Chainsaw, 1 Pole Saw
917	915	Seminole	3	Chipper	$ 20,621.82	2023 Fecon Boom Mulching Head
				TOTAL	$ 87,643.66	

A motion to approve all claims was made by Ty Phillips. The motion was seconded by Mitch Antle and passed as follows:
Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4
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.

A financial report was provided to the board for review. A motion to approve the financial report was made by Mitch Antle. The motion was seconded by Kirk Butler and passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4 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 were as follows: CED 1-$60,091.96. CED 2-$37,714.39, CED 3-$53,641.44, CED 4-$43,728.95, CED 5-$50,771.41, CED 6-$52,910.47, CED 7-$50,765.83 and CED 8-$73286.92 A motion was made by Ty Phillips to approve the disbursements. The motion was seconded by Tomas Manske and passed as follows:
Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4 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, CONSIDERATION AND POSSIBLE ACTION CONCERNING IIJA GRANTS AND FUNDING.
NO ACTION

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON OCCEDB AUDIT REPORT FOR JULY 1, 2016-JUNE 30, 2023.
A motion was made by Mitch Antle to accept the audit report. The motion was seconded by Tom Manske.
Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4 Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.
Nay: None
Abstain: None

DISCUSSION, CONDIDERATION AND POSSIBLE APPROVAL OF SUPPORT LETTERS FOR CED #1, #2, & #4 APPLYING FOR BIP APPLICATION.
A motion was made by Mitch Antle to support CED #1, #2, & #4 BIP application and sign a support letter. The motion was seconded by Kirk Butler.
Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4 Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.
Nay: None
Abstain: None

DISCUSSION OF ENGINEER'S REPORT, TRANSPORTATION AND LEGISLATIVE ISSUES AND CED MANAGERS' REPORTS
Randy Robinson discussed that Mike Sanders from the broadband office is supposed to get maps; new manual for traffic control came out; NACE advanced weight limits for signs; March 6, 2024 Trust Day at the Capital; March 7-8, 2024 Elk City Auction; ACCO Conference March 27-28, 2024 and NACE will be presenting; Randy discussed some senate bills and house bills; Randy handed out information on how tax formulas are

calculated.

Brandon Dudgeon, ODOT discussed High-Street Consulting would be sending out a survey and asking for public involvement for outreach. SCOUR Program – ODOT is looking at bundling some of the projects, TAP is open now until the end of April 2024.

NEW BUSINESS
NONE

ADJOURNMENT
A motion to adjourn was made by Kirk Butler. The motion was seconded by Mitch Antle and passed as follows:
Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4
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

3/28/24
Date

OCCEDB SIGN-IN

February 28, 2024

Please Print

	Name	County/Company
1.		
2.		
3.	Monty Taylor	Shawnee
4.		Logan
5.	John Bowman	Poe & Assoc.
6.	AARON ADKINS	PINNACLE
7.	ROBERT BLACKWELL	Poe & Associates
8.	RYAN MARTIN	PINNACLE
9.	GENE WYCKOFF	POE & ASSOC
10.	Jeremy Pantoja	Poe & Associates
11.	Jesse Dunlap	Hoka
12.	Amber Mitchell	ODOT LG
13.	Shelly Mood	CED 6
14.	Kevin Lane	PEK
15.	Jason Kirnbulz	Noble 1
16.	Chris Gayle	LG D6
17.	Tony Simmons	Bryan Co. 2
18.	John Northup	CED 7
19.	Darryl Gary	MKEC
20.	SCOTT BRIANS	CED-2

OCCEDB SIGN-IN

February 28, 2024

Please Print

	Name	County/Company
1.	[signature]	WSB
2.	[signature] Max	CED 1
3.	Thomas Manske	CED 5
4.	Garret Johnson	Alfalfa EI
5.	Allison Enriquez	CED 5
6.	Ethan York	CEC
7.	Nate Ross	AIF 03
8.	Ricky Taylor	WSB
9.	Dayne Head	CEMS
10.	Julianne Halliday	ODOT
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