

Oklahoma Cooperative Circuit Engineering Districts Board

Minutes

Regular Board Meeting

Date: **March 23, 2022**

Time: 11:00 a.m.

Place: ACCO

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

OKC, OK 73105

**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 Max Hess called the meeting to order at 11:15 a.m. OCCEDB staff member, Melinda Anoatubby, called roll; attendance was as follows:

**Board Members Present:** Dan Delozier-CED #1, Sam Chandler-CED #2, 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:** none

**OCCEDB Staff Present:** Randy Robinson & Melinda Anoatubby.

**Guest:** Bryce Bohot–Jefferson County, Scott Brians–CED 2, Jerry Alvord–Carter County, Marc Hader–Canadian County, Shelly Williams–ODOT, Rebecca Alvarez–CED1/Guy Engineering, Glen Murray–McClain County, Kendall Wallace–ODOT, Michelle Leverett–ODOT, Howard Peterson–ADS Pipe, Daniel Clements–CED4, Gary Starns–Pontotoc County, Jonah Vasquez–Meshek & Associates, Tarek Maarouf –ODOT.

**READING OF THE MINUTES OF THE JANUARY 26, 2022 MEETING AND APPROVAL OR MODIFICATION OF THE SAME**

The minutes from the January 26, 2022 board meeting were read individually. A motion was made by Ty Phillips to approve the January 26, 2022 minutes. The motion was seconded by Darry Stacy. The motion passed as follows:

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

**Nay:**

**Abstain:** Kirk Butler -CED #7

**DISCUSSION AND POSSIBLE ACTION ON CLAIMS**

The following claims were presented to the board for approval of payment: Fuelman in the amount of \$197.42 & \$242.25. MassMutual in the amounts of \$300.23, \$300.23. Nationwide in the amounts of \$1025.00, \$1,025.00, \$1,025.00, \$487.50, \$487.50, \$487.50. Bank SNB bank fees \$77.96, \$77.32 and \$36.00. A motion to approve all claims was made by Dan Delozier and was seconded by Darry Stacy. The motion passed as follows:

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Chris White-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 \$3,549.36 & \$7,117.29. ACCO SIG/SIF in the amount of \$741.00 & \$741.00. A motion was made by Ty Phillips to approve the payments to ACCO for reimbursement of expenses. The motion was seconded by Dan Delozier and passed as follows:

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Chris White-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**

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

Seminole County Dist 3	Dump Roll Offs	\$4,200.00
Choctaw County Dist 1	Chainsaw	\$1,210.95
Choctaw County Dist 2	Chainsaw	\$1,245.90
Osage County Dist 2	Chainsaw	\$973.96
Sequoah County Dist 1	Chipper	\$30,000.00
Admin	January 2022 - Admin	\$2,916.66
Logan County	Trash Cop (Check re-issued)	\$2,250.00
Admin	Feb 2022 - Admin	\$2,916.66
Choctaw Co Dist 1	Dump Roll Offs	\$2,350.00
Choctaw Dist 2	Dump Roll Offs	\$2,920.00
Johnston Co Dist 2	Dump Roll Offs	\$1,315.27
Johnston Co Dist 1	Dump Roll Offs	\$2,685.80
Choctaw Dist 3	Chainsaw	\$1,199.48
Hughes Co Dist 1	Dump Roll Offs	\$2,159.55
Okfuskee Co Dist 1	Chainsaw	\$2,500.00

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

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Chris White-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 Darry Stacy and seconded by Randy Thomas to approve BPO #157 & 158. The motion passed as follows:

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Chris White-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 Dan Delozier. The motion was seconded by Ty Phillips and passed as follows:

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Chris White-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-\$108,383.13, CED 2-\$68,380.68, CED 3-\$98,115.46, CED 4-\$79,112.74, CED 5-\$82,694.21, CED 6-\$97,637.64, CED 7-\$92,205.96 and CED 8-\$134,791.81. 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-CED #1, Sam Chandler-CED #2, Chris White-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 APPROVAL OF ETR PROJECT CONTRACT AGREEMENTS**

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

Kay County–Project # ETRCB8-36-2(38)22. A motion to approve the contract was made by Randy Thomas. The motion was seconded by Darry Stacy and passed as follows:

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Chris White-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 COUNTY HIGHWAY DESIGN MANUAL**

A motion was made by Dan Delozier for Randy Robinson to sign the Manual on behalf of the counties. The motion was seconded by Ty Phillips and passed as follows:

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Chris White-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 CED DISBURSEMENTS FROM THE 11/11/21 MARLOW AUCTION**

CEDs' 2, 3, 4, 6, & 8 were eligible to receive a disbursement from the Marlow auction. The amounts were as follows: CED #2 - \$672.20, CED #3 - \$2,901.42, CED #4 - \$580.00, CED #6 - \$865.00, and CED #8 - \$344.50. A motion was made by Ty Phillips to approve the auction disbursements. The motion was seconded by Darry Stacy and passed as follows:

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Chris White-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 THE CED REVOLVING FUND AND THE NEW FEDERAL HIGHWAY FUNDS.**

Darry Stacy spoke on behalf of the ACCO IJJA Committee in regards to all CED's contributing a part of the CED revolving funds for grant writers. ODOT agreed to support the efforts of grant writers with \$200,000. The total cost is unknown at this time. However, the estimated remaining costs would be approximately \$200,000. A spreadsheet was handed out and shown if each CED contributed \$2,083 per month for twelve months it would accumulate the remaining \$200,000. A pro-active versus reactive approach is what is being asked to consider. Upon the announcements of the available grants, the CED's are prepared to act on those grants and take advantage of the possible opportunities that could potentially help more counties if awarded. The awarded amounts would potentially free up CIRB funds; where those funds could be dispersed to other county projects throughout the state.

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

Randy Robinson discussed the Solid Waste reimbursement receipts and purchase orders must be signed by the county clerks and commissioners before OCCEDB will reimburse. Randy discussed the ACCO Spring Conference will be next week, March 30 & 31<sup>st</sup>, 2022 in Norman. Randy discussed that he is looking into why FEMA payments are delayed to the counties. Shelly Williams with ODOT addressed the county commissioners to get with their project managers on project questions. Shelly also described the U.S. Army Corps of Engineers (USACE) of a set of 41 Nationwide Permits (NWP), to include 40 reissued and one new NWP which authorize work in streams, wetlands and other waters of the United States. Brandon Dudgeon with ODOT discussed that STPBG must be used by the end of May.

## **NEW BUSINESS**

None.

## **ADJOURNMENT**

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

**Aye:** Dan Delozier-CED #1, Sam Chandler-CED #2, Chris White-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**