

Oklahoma Cooperative Circuit Engineering Districts Board

Minutes

Regular Board Meeting

Date: **August 28, 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 11:02 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).

READING OF THE MINUTES OF THE AAUGUST 1, 2024 MEETING AND APPROVAL OR MODIFICATION OF THE SAME.

The minutes from the August 1, 2024, board meeting were read individually. A motion was made by Kirk Butler to approve the August 1, 2024, minutes. The motion was seconded by Ty Philips. 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: Cacy Cribbs

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING CED INTERLOCAL AGREEMENTS AND SEEKING AG'S OPINION.

Randy Robinson and Mike Fields discussed the resolution approving interlocal agreements, the revised interlocal agreements, the flow chart of interlocal agreements and a draft of the attorney general's question. The board discussed reviewing the CED Revolving Fund Policy to change the terms of the policy to a calendar year instead of fiscal year for the Interlocal Agreements and Resolutions. Randy Robinson will be reviewing the policy and making recommendations on the policy for the next board meeting. Tomas Manske made a motion to table this topic until the next board meeting. 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, 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 CLAIMS.

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

Voucher/Check #	Date	Vendor	Amount	Notes:
33526	8/14/2024	NRS	\$ 1,169.25	Retirement 013-80018 for 8/14/24 PR
33527	8/14/2024	NRS	\$ 275.00	Def. Comp 013-60009 for 8/14/24 PR
33536	8/7/2024	Fuelman	\$ 156.46	Confirmation #284278907
33537	8/5/2024	Bank SNB	\$ 15.00	July 2024 Bank Fee (IUA 4600)
33538	8/5/2024	Bank SNB	\$ 91.00	July 2024 Bank Fee (CED 2048)
33546	8/30/2024	NRS	\$ 1,194.25	Retirement 013-80018 for 8/30/24 PR
33547	8/30/2024	NRS	\$ 275.00	Def. Comp 013-60009 for 8/30/24 PR
33550	8/20/2024	MassMutual	\$ 300.23	August 2024 Disability Insurance
TOTAL			\$ 3,476.19	

A motion to approve all claims was made by Ty Phillips and was seconded by Mitch Antle. 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 \$9,366.23 and \$864.62. A motion was made by Kirk Butler to approve the payments to ACCO for reimbursement of expenses. 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 ON BLANKET PURCHASE ORDER.

A motion was made by Jeremy Bullard and seconded by Ty Phillips to approve BPO #186. 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:

County / Entity	District	Amount	Project	Check #	Inv to DEQ	Notes
Admin		\$ 2,916.66	Admin Fee		992	July 2024 Admin Fee
Admin		\$ 2,916.66	Admin Fee		993	August 2024 Admin Fee
Muskogee	3	\$ 9,004.83	DUMP RO	986	991	AMEND FROM FY 24
	Total	\$ 14,838.15				

A motion to approve all claims was made by Tomas Manske. The motion was seconded by Ty Phillips 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 Cacy Cribbs 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-\$62,346.87, CED 2-\$39,692.61, CED 3-\$55,912.48, CED 4-\$45,834.02, CED 5-\$52,970.16, CED 6-\$55,183.79, CED 7-\$52,950.80 and CED 8-\$155,375.19. A motion was made by Ty Phillips to approve the disbursements. The motion was seconded by Kirk Butler and passed as follows:

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 AND POSSIBLE ACTION REGARDING EXTENDING ETR PROJECT CONTRACT AGREEMENTS.

NO ACTION

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

Matt Mitchell, with ODOT Discussed the Will Carver Transportation Grant that opens in November 2024. Bridge Formula Program, BFP, reducing the number of deficient bridges due to scour, ODOT is placing 70 bridge sites in November letting. The remaining sites, over 300, will be bundled by work type and geography and placed on future lettings.

NO ACTION

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON CHANGING BANKS.

Documents from 3 banks were presented to the board for review. The board discussed OCCEDB being a pass-through agency, interest rates, bank fees, minimum balances and OCCEDB current banking with Simmons Bank. Tomas Manske made a motion to contact Simmons Bank to see if the bank can give OCCEDB better interest rates, reduce the fees, reduced minimum balance; have Simmons Bank come to the next board meeting to present what they can offer and have an opportunity to ask questions. 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 REGARDING APPROVAL OF CED BUDGETS.

Fiscal year 2025 budgets were received from CED 8. Fiscal year 2024 expenditure report were received from CEDs 1 & 8. Mitch Antle made a motion to approve CED 8's- 2025 budget and CEDs 1 & 8's 2024 expenditure reports. The motion 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 COMPSOURCE ANNUAL RENEWAL PAYMENT'S INCREASE.

Documents from CompSource were presented to the board that included an increase to the annual premium due to compensation changes of \$164.00 and a \$25.00 late fee in addition to the previous amount approved on 6/26/24 in the amount of \$2,891.00 totaling \$3,080.00 for the FY 2025. Mitch Antle made a motion to accept the increase of \$189.00 for FY 2025. The motion was seconded by Kirk Butler. 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 APPROVAL OF SUPPORT LETTERS FOR KAY COUNTY'S PLANNING GRAND AND CED 8 BRIDGE BUNDLE GRANT.

A motion was made by Mitch Antle to support and sign the letter of support for Kay County's Planning Grant and CED #8 Bridge Bungle Grant. The motion was seconded by Cacy Cribbs.

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 and Michael Brittingham, County Commissioner Pushmataha County District #1, discussed the Oklahoma Department of Environmental Quality (DEQ) Volkswagen Settlement Trust On-Road2 Grant and whether the ETR funds could be used for the grant. Randy Robinson will review the ETR Policy, and this topic will be on the next board agenda.

Randy also discussed the ACCO district meetings, the elections along with the new 38 elected county commissioners, the Legislative Committee meeting and the ACCO Legislative requests.

Matt Mitchell, ODOT introduced Melissa Davis as the new Assistant Division Manager for Local Government.

Melissa Davis, ODOT discussed BFP and reminded everyone that MRDAFF is open until the end of September.

Jessica Hankins, ODOT discussed revolving fund application is open now and closes October 1st, 2024.

NEW BUSINESS

Harper County requested the support of OCCEDB for the application of the Safe Streets and Roads for All Planning Grant and by signing a letter of support for Harper County's application for the grant. A motion was made by Mitch Antle to support and sign the letter of support for Harper County. The motion was seconded by Cacy Cribbs.

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

ADJOURNMENT


A motion to adjourn was made by Tomas Manske. The motion was seconded by Ty Phillips 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

9-25-2024
Date

OCCEDB

August 28, 2024

Please Print

	<u>Name</u>	<u>County/Company</u>
1.	<u>Carla Bann</u>	<u>WSB</u>
2.	<u>Susan Binans</u>	<u>CEC-2</u>
3.	<u>Kevin Love</u>	<u>PEK</u>
4.	<u>RVAN MARTIN</u>	<u>PINNACLE</u>
5.	<u>Jenny Goodspeed</u>	<u>Clev. CO.</u>
6.	<u>Rusty Grissom</u>	<u>Clev. CO</u>
7.	<u>Myles Dawson</u>	<u>OK COUNTY</u>
8.	<u>Howard Peterson</u>	<u>AOS-Pipe</u>
9.	<u>Allison Enright</u>	<u>CEC5</u>
10.	<u>Shelley Moody</u>	<u>CEC10</u>
11.	<u>Rita Enright</u>	<u>CEC</u>
12.	<u>Chris Gayle</u>	<u>ODOT</u>
13.	<u>Michelle Leverett</u>	<u>SOST LG</u>
14.	<u>Rita Enright</u>	<u>CEC4</u>
15.	<u>Hunter McLomack</u>	<u>ODOT</u>
16.	<u>Aaron Wallace</u>	<u>ODOT - LG</u>
17.	<u>Jessica Henkins</u>	<u>ODOT - LG</u>
18.	<u>Amber Mitchell</u>	<u>ODOT LG</u>
19.	<u>John Northey</u>	<u>CEC 7</u>
20.	<u>Alker Britton</u>	<u>Pushmataha Dist 1</u>

OCCEDB

August 28, 2024

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	<u>Name</u>	<u>County/Company</u>
1.	Brett Budica	Rail Road yard
2.	MIKE FIELDS	COFFE & ASSOCIATES
3.	Rebecca Alvarez	Guy / CEDSI
4.	Melissa Davis	ODOT
5.	Matt Van Aulen	ODOT
6.	Leslie Morris	ODOT
7.	CHASE COLE	MKEC
8.	DARRYL GARY	MKEC
9.	MATT MITCHELL	ODOT
10.	<i>[Signature]</i>	CEDS
11.		
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