

Oklahoma Cooperative Circuit Engineering Districts Board

Minutes

Regular Board Meeting

Date: **September 24, 2025**

Time: 11:00 a.m.

Place: ACCO

429 N.E. 50th Street

Oklahoma City, OK

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 Ty Phillips called the meeting to order at 11:00 a.m. OCCEDB staff member, Melinda Anoatubby, called roll; attendance was as follows:

Board Members Present:

David Poindexter-CED #1, Larry Wood-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Reese Wedel-CED #8.

Board Members Absent: None

Recognition of Attendees:

Guest: See attached sign in sheet(s)

OCCEDB Staff Present: Randy Robinson and Melinda Anoatubby

Special Guests:

4) READING OF THE MINUTES OF THE AUGUST 27, 2025, MEETING AND APPROVAL OR MODIFICATION OF THE SAME.

The minutes from the August 27, 2025, board meeting were read individually. A motion was made by Tomas Manske to approve the August 27, 2025, minutes. The motion was seconded by Jeremy Bullard. The motion passed as follows:

Aye: David Poindexter-CED #1, Larry Wood-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4, Tomas Manske-CED #5, Kirk Butler-CED #7,

Nay: None

Abstain: Ty Phillips-CED #6, Reese Wedel-CED #8.

5) DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON CLAIMS.

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

r/Check #	Date	Vendor	Amount	Notes:
33835	9/5/2025	FuelMan	\$ 248.06	Confirmation #334026866
33842	9/12/2025	NRS	\$ 275.00	Def. Comp 013-60009 for 9/12/25 PR
0	9/12/2025	NRS	\$ -	Retirement 013-80018 for 9/12/25 PR (CREDIT)
33843	9/26/2025	NRS	\$ 275.00	Def. Comp 013-60009 for 9/26/25 PR
33844	9/26/2025	NRS	\$ 661.49	Retirement 013-80018 for 9/26/25 PR (\$526.26 CR
33845	9/5/2025	Bank SNB	\$ 15.00	August 2025 Bank Fee (IJA 4600)
33846	9/5/2025	Bank SNB	\$ 174.30	August 2025 Bank Fee (CED 2048)
33847	9/5/2025	Bank SNB	\$ 6.65	August 2025 Bank Fee (SW 6020)
33849	9/19/2025	MassMutual	\$ 300.23	September 2025 MassMutual
			\$ 1,955.73	

A motion to approve all claims was made by David Poindexter and was seconded by Larry Wood. The motion passed as follows:

Aye: David Poindexter-CED #1, Larry Wood-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Reese Wedel-CED #8.

Nay: None

Abstain: None

6) 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 \$885.37 and \$8,356.38. 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: David Poindexter-CED #1, Larry Wood-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Reese Wedel-CED #8.

Nay: None

Abstain: None

7) DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON BLANKET PURCHASE ORDER.

A motion was made by Cacy Cribbs and seconded by Jeremy Bullard to approve BPO #199. The motion passed as follows:

Aye: David Poindexter-CED #1, Larry Wood-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Reese Wedel-CED #8.

Nay: None

Abstain: None

8) 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	0	\$ 3,181.81	Admin Fee	0	1106	August 2025 Admin Fee
Admin	0	\$ 3,181.81	Admin Fee	0	1107	September 2025 Admin Fee
Kay	1	\$ 1,490.37	Chainsaw	1088	1108	3 Chainsaws
McIntosh	3	\$ 1,500.00	Chainsaw	1089	1109	4 Chainsaw
Cherokee	2	\$ 1,474.62	Chainsaw	1090	1110	2 Chainsaw/1 pole saw
Cimarron	1	\$ 1,500.00	Chainsaw	1091	1111	3 Chainsaws/3 battery
Okfuskee	2	\$ 1,499.98	Chainsaw	1092	1112	1 Chainsaw/ 1 Pole saw/ 1 Bar/ 1 Chain
Garvin	3	\$ 1,500.00	Chainsaw	1093	1113	2 Chainsaw/2 Pole saw/ 1 oil/4 fuel
Cleveland	1	\$ 1,500.00	Chainsaw	1094	1114	3 Chainsaw/ 3 Pole saw
Leftore	3	\$ 1,500.00	Chainsaw	1095	1115	2 Chainsaw/1 Pole saw
Pottawatomie	3	\$ 4,200.00	Dump RO	1096	1116	23.81 Tons
		\$ 22,528.59				

A motion to approve all claims was made by David Poindexter The motion was seconded by Kirk Butler and passed as follows:

Aye: David Poindexter-CED #1, Larry Wood-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Reese Wedel-CED #8.

Nay: None

Abstain: None

9) 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 Tomas Manske. The motion was seconded by David Poindexter and passed as follows:

Aye: David Poindexter-CED #1, Larry Wood-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Reese Wedel-CED #8.

Nay: None

Abstain: None

10) 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-\$53,155.26, CED 2-\$35,731.69, CED 3-\$48,164.5, CED 4-\$40,045.61, CED 5-\$46,828.99, CED 6-\$48,016.46, CED 7-\$45,962.45 and CED 8-\$65,203.27. A motion was made by Cacy Cribbs to approve the disbursement of the funds to all eight CED's. The motion was seconded by Jeremy Bullard and passed as follows:

Aye: David Poindexter-CED #1, Larry Wood-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Reese Wedel-CED #8.

Nay: None

Abstain: None

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

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

Delaware	ETRCR1-21-3(24)26	\$	161,950.00
Delaware	ETRCR1-21-3(25)26	\$	161,950.00
Ottawa	ETRCR1-58-3(14)26	\$	195,300.00
Coal	ETRCR4-15-3(04)26	\$	200,000.00

Cacy Cribbs made a motion to approve the Coal ETRCR4-15-3(04)26 contingent upon Coal County submitting their outstanding payment from ETRCB4-15-2(01)20, in the amount of \$30,128.77, to supply OCCEDB all supporting after photos on any other projects from Coal County that is missing documentation or information and to approve the ETR contracts for Delaware - ETRCR1-21-3(24)26, Delaware - ETRCR1-21-3(25)26, Ottawa - ETRCR1-58-3(14)26. The motion was seconded by David Poindexter and passed as follows:

Aye: David Poindexter-CED #1, Larry Wood-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Reese Wedel-CED #8.

Nay: None

Abstain: None

12) DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING AMENDING TILLMAN COUNTY ETR CONTRACT AGREEMENTS FOR PROJECTS ETRCR7-71-2(08)26 AND ETRCR7-71-3(09)26.

A Contract Agreement Amendment for Tillman County ETR Projects that OCCEDB approved July 31, 2025 were presented to the board. The county is requesting modifications to the previously approved amounts, which were submitted based on the following OCCEDB-approved figures:

- Project Number: ETRCR7-71-2(08)26 Approved Total Amount: \$400,000
- Project Number: ETRCR7-71-3(09)26 Approved Total Amount: \$600,000

Due to bidding amount changes the county requests the transfer of \$200,000 from one project to the other as shown:

- Project Number: ETRCR7-71-2(08)26 Revised Total Amount: \$200,000
- Project Number: ETRCR7-71-3(09)26 Revised Total Amount: \$800,000

A motion was made by Tomas Manske to approve the amendment to Tillman County's two projects. The motion was seconded by Cacy Cribbs and passed as follows:

Aye: David Poindexter-CED #1, Larry Wood-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Reese Wedel-CED #8.

Nay: None

Abstain: None

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

OCCEDB discussed that Pontotoc County ETR's were missing their payment plan form. However, Pontotoc County contacted Melinda and stated that both ETR's would be paid back & OCCEDB sent reimbursement letter for both projects to Pontotoc County. OCCEDB emailed Pottawatomie County to get its extension but have not heard back.

NO ACTION

14) DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING OCCEDB BANK ACCOUNTS.

Presented to the board were a comprehensive overview of the three bank accounts currently maintained by OCCEDB. Each account was detailed in terms of its specific purpose and utilization within the organization. The board engaged in a discussion regarding various banking options aimed at minimizing bank fees and enhancing interest in accrual on the organization's funds. To explore these possibilities further, the board proposed that representatives from the bank be invited to present tailored banking solutions that align with OCCEDB's financial goals. Melinda has been tasked with reaching out to the bank to gather additional information and coordinate a presentation for the board.

NO ACTION

15) DISCUSSION, CONSIDERATION AND POSSIBLE ACTION CONCERNING IIJA GRANTS AND FUNDING.

The board was presented with accrued interest for August 2025 in the amount of \$24.00.

NO ACTION

16) DISCUSSION, CONSIDERATION AND POSSIBLE ACTION CONCERNING IIJA BANK ACCOUNTS

The board was presented with an email from ODOT stating that all the IIJA grant writing invoices have been sent to OCCEDB. OCCEDB has paid all invoices to date and ODOT doesn't foresee any further invoices. David Poindexter made the motion to close the IIJA bank account and equally disburse the remaining funds back to each CED. The motion was seconded by Larry Wood and passed as follows:

Aye: David Poindexter-CED #1, Larry Wood-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Reese Wedel-CED #8.

Nay: None

Abstain: None

17) DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING ENTERING INTO A CONTRACT AGREEMENT WITH COFFEE LAWSON FIELDS, PLLC FOR LEGAL COUNSEL.

An engagement letter for legal representation from Coffee Lawson Fields was presented to the board for review. Reese Wedel made the motion to enter the engagement letter. The motion was seconded by Jeremy Bullard and passed as follows:

Aye: David Poindexter-CED #1, Larry Wood-CED #2, Jeremy Bullard-CED #3, Cacy Cribbs-CED #4, Tomas Manske-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Reese Wedel-CED #8.

Nay: None

Abstain: None

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

Randy Robinson discussed the legislative meeting earlier that morning, the CAB meeting would be at 1:00 pm after lunch, and that ODOT would be doing a seminar at the ACCO Conference over the PACT funds. Randy discussed meeting with Representative Staires on county funding. Randy handed out information on 47 § 1104 and discussed the formula changes.

Melissa Davis, ODOT stated that MRDAFF Program closes at the end of September 2025. Jessica Hankins, ODOT discussed that CAB applications are due October 1, 2025.

NO ACTION

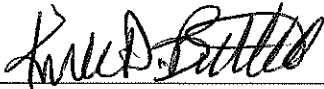
19) NEW BUSINESS

NO ACTION

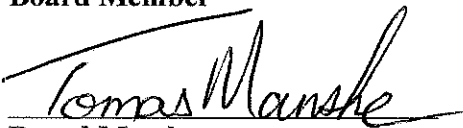
20) ADJOURNMENT

Ty Phillips declared having conducted the business of the OCCEDB, I now declare our meeting duly adjourned at 11:40 am.

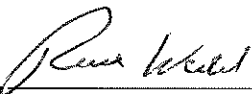
Meeting adjourned



Board Member



Board Member



Board Member

10/30/25

Date

OCCEDB

September 24, 2025

Please Print

	<u>Name</u>	<u>County/Company</u>
1.	Rebecca Alvarez	Gray / CED1
2.	Cal Burns	WSPB
3.	TERRY BARNETT	PINNACLE
4.	Scott Britons	CED-2
5.	JARON ADKINS	PINNACLE
6.	John Northrup	CED 7
7.	Nate Ross	AIF 3
8.	Shelly Moody	CED 6
9.	Hunter McLomack	ODOT LG
10.	Kelly Campbell	Coal D3
11.	C WATSON	HASKELL 2
12.	Amber Mitchell	ODOT LG
13.	Nick Willard	ODOT LG
14.	Michelle Leverett	ODOT LG
15.	Lesley Sheddell	SRLS
16.	Sarah Hamby	ODOT LG
17.	Audrey Winn	ODOT LG
18.	Harden Wilkes	ODOT LG
19.	Tim Johnson	ODOT LG
20.	Daniel Clements	CED 4
	Troy Travis	Lochner

OCCEDB

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	<u>Name</u>	<u>County/Company</u>
1.	Shon Richardson	CEC
2.	Allison Enright	CEDS
3.	Russell Earls	Guy Engr
4.	Alan Ogles	Chickasaw Patin
5.	Jessica Hopkins	ODOT LG
6.	Kevin Lane	PEK
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