

Oklahoma Cooperative Circuit Engineering Districts Board

Minutes

Regular Board Meeting

Date: **September 25, 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 11:02 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).

A motion was made by Tomas Manske to move agenda #19 to agenda #4. 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 ON SIMMONS BANK, ASSOCIATED COSTS, FEES, AND INTEREST.

John Bollinger and Mandi Bruner from Simmons Bank were present and discussed how the bank accounts are currently set up and they made recommendations on how to save money on bank fees and earn more interest.

Mitch Antle made a motion to lower the operational bank account (act. # ...2048) target balance from \$250,000.00 to \$5,000.00. The motion was seconded by Tomas Manske. 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

Mitch Antle made a motion to move the IIJA (act. #...4600) account to a money market account to draw more interest. Cacy Cribbs seconded the motion. The motion was 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

Mitch Antle made a motion to give OCCEDB personnel signatory authority for OCCEDB bank accounts. The motion was seconded by Cacy Cribbs. The motion was 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

Cacy Cribbs made the motion to change OCCEDB operational account (act. # ...2048) to a ST Account/Small Business Account to save money on bank fees. The motion was seconded by Mitch Antle. The motion was 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

READING OF THE MINUTES OF THE AUGUST 28, 2024 MEETING AND APPROVAL OR MODIFICATION OF THE SAME.

The minutes from the August 28, 2024 board meeting were read individually. A motion was made by Ty Phillips to approve the August 28, 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, 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:
33548	9/13/2024	NRS	\$ 1,169.25	Retirement 013-80018 for 9/13/24 PR
33549	9/13/2024	NRS	\$ 275.00	Def. Comp 013-60009 for 9/13/24 PR
33559	9/11/2024	Fuelman	\$ 244.94	Confirmation #289068196
33560	9/5/2024	Bank SNB	\$ 15.00	August 2024 Bank Fee (IIA 4600)
33561	9/5/2024	Bank SNB	\$ 94.75	August 2024 Bank Fee (CED 2048)
CH # 3481	9/24/2024	Glenn Coffee & Ass	\$ 5,568.75	Invoice #2545
CH # 3482	9/23/2024	Digital Media Ware	\$ 312.52	Invoice #INV1022357
33568	9/19/2024	MassMutual	\$ 300.23	September 2024 Disability Insurance
		TOTAL	\$ 7,980.44	

A motion to approve all claims was made by Tomas Manske and 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 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 \$7,037.94 and \$837.00. A motion was made by Kirk Butler to approve the payments to ACCO for reimbursement of expenses. The motion was seconded by Ty Phillips and passed as follows:
Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Cacy Cribbs-CED #4, Tomas Manske-CED #5, Ty Phillips-CED #6, 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 #187. 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	District	Amount	Project	Check #	DEQ Invoice	Notes
Rogers	2	\$ 1,475.91	Chainsaw	987	994	3 Chainsaws
Hughes	3	\$ 1,339.98	Chainsaw	988	995	2 Chainsaws
Cleveland	3	\$ 8,500.00	Equipment	989	996	1 Dump trailer for hauling trash
VOID	VOID	VOID	VOID	0	997	VOID
Admin		\$ 2,916.66	Admin Fee	0	998	September 2024 Admin Fee
Pushmataha	1	\$ 1,409.96	Chainsaw	990	999	1 Chainsaw, 1 bar, 3 chains
Pushmataha	2	\$ 1,409.96	Chainsaw	990	999	1 Chainsaw, 1 bar, 3 chains
Pushmataha	3	\$ 1,499.97	Chainsaw	990	999	3 Chainsaws
		\$ 18,562.45				

A motion to approve all claims was made by Tomas Manske. 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 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-\$60,717.87, CED 2-\$38,575.49, CED 3-\$54,428.86, CED 4-\$44,578.13, CED 5-\$51,552.99, CED 6-\$53,716.65, CED 7-\$51,534.13 and CED 8-\$74,110.11. A motion was made by Mitch Antle to approve the disbursements contingent upon receiving the funds. 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 REGARDING ETR PROJECT CONTRACT AGREEMENTS.

NO ACTION

DISCUSSION AND POSSIBLE ACTION REGARDING EXTENDING ETR PROJECT CONTRACT AGREEMENTS.

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

Rogers ETRCR1-66-3(09)23

Pottawatomie ETRCR4-63-1(08)20

A motion to approve the extensions was made by Cacy Cribbs. 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 CONCERNING IJJA GRANTS AND FUNDING.

NO ACTION

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION CONCERNING IJJA BANK FEES AND ADMINISTRATIVE COSTS.

A motion to continue paying the bank fees for the IJJA account from the operational account was made by Tomas Manske. The motion 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 CED REVOLVING POLICY.

A revised CED Revolving Policy was presented to the board for review. Mitch Antle made a motion to accept the modified CED Revolving Policy. The motion was seconded by Tomas Manske. 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 CED INTERLOCAL AGREEMENTS.

A CED Interlocal Agreement and a Resolution were presented to the board. A motion accept the Interlocal agreement and Resolution was made Mitch Antle. The motion was seconded by Tomas Manske. 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 DECEMBER 18, 2024, MEETING DATE.

The December 18, 2024, OCCEDB Regular Board Meeting date was discussed on whether to cancel the meeting date or leave it on the calendar. The Board decided to leave it as it is for the time being.

NO ACTION

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

Randy Robinson discussed that as of today there are 41 newly elected county commissioners throughout the state. ACCO/OCCEDB will be doing a new commissioner training on December 10-12th, 2024. Randy discussed that there was a CED Manager's meeting this morning to address the interlocal agreements and resolutions. ACCO District has taken place and will continue to take place until the end of October. There will be a CAB meeting today at 1:00 pm here in the ACCO building. ACCO Legislative meeting happened this morning at 9:00 am. Randy will be meeting with Representative Pfeiffer today to discuss an AG question on CEDs providing work/construction/repairs on the County Highway System, and possibly running a bill addressing Counties not going out for bid if CEDs are performing the work through an Interlocal Agreement.

Melissa Davis, ODOT discussed MRDAFF application close September 30th, 2024. Melissa also asked that if utility relocation were signed to please send a copy to the project manager and local government.

Jessica Hankins, ODOT discussed that CAB requests are due October 1, 2024.

NEW BUSINESS

NONE

ADJOURNMENT

A motion to adjourn was made by Ty Phillips. 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

Meeting adjourned

J. Hill
Board Member

J. Rath
Board Member

Sam Gardner
Board Member

10/31/24
Date

OCCEDB

September 25, 2024

Please Print

	<u>Name</u>	<u>County/Company</u>
1.	Russell Earls	Guy engr
2.	TERRY BARNETT	Pinnacle
3.	Aaron Wallace	ODOT - LG
4.	Michelle Levenett	ODOT LG
5.	Lesley Shaddock	SRLS
6.	MIKE FIELDS	GCA LAW FIRM
7.	Nate Ross	Alfa, Pa
8.	Kevin Lane	PEK
9.	Troy Travis	Lechner
10.	Allison Enright	CED 5
11.	Daniel Clements	CEDF
12.	Shelly Moody	CED 6
13.	Gary May	Aoble 2
14.	Aurber Mitchell	ODOT LG
15.	Chris Gayle	ODOT LG
16.	Rebecca Alvarez	Guy / CED 1
17.	Vonnie Neal	CEDF
18.	John Northrup	CED 7
19.	Scott Britan	CED 2
20.	Monty Grider	McIntosh Co