

Oklahoma Cooperative Circuit Engineering Districts Board

Minutes

Regular Board Meeting

Date: **May 24, 2023**
Time: 11:00 a.m.
Place: ACCO Building
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 11:01 a.m. OCCEDB staff member, Melinda Anoatubby, called roll; attendance was as follows:

Board Members Present: Mitch Antle-CED #1, Sam Chandler-CED #2, Cacy Cribbs-CED #4, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

Zac Cavett-CED #5 was absent during roll call but showed up during agenda #10 & left during agenda 16.

Board Members Absent: Jeremy Bullard-CED #3

OCCEDB Staff Present: Randy Robinson & Melinda Anoatubby

Special Guests:

Guest: See attached sign in sheet(s).

READING OF THE MINUTES OF THE APRIL 26, 2023 MEETING AND APPROVAL OR MODIFICATION OF THE SAME.

The minutes from the April 26, 2023 board meeting were read individually. A motion was made by Ty Phillips to approve the April 26, 2023 minutes. The motion was seconded by Kirk Butler. The motion passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Cacy Cribbs-CED #4, 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:

33171	5/5/23	Fuelman	\$225.59	Invoice # 64311938992611
CHECK #3428	5/2/23	Graham Auction	\$27.00	Over payment - reimbursement from March 2023 Auction
33175	5/12/23	NRS	\$250.00	Def. Comp 013-60009
33176	5/12/23	NRS	\$1,075.00	Retirement 013-80018
33177	5/5/23	Bank SNB	\$95.00	APRIL 2023 Bank Fee - 2048
33178	5/5/23	Bank SNB	\$15.00	APRIL 2023 Bank Fee - 4600-IJA
33179	5/20/23	MassMutual	\$300.23	MAY 2023 Disability Insurance
33183	5/30/23	NRS	\$250.00	Def. Comp 013-60009
33184	5/30/23	NRS	\$1,075.00	Retirement 013-80018
			TOTAL	\$ 3,312.82

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, Cacy Cribbs-CED #4, 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 \$6019.84 and \$805.00. A motion was made by Ty Phillips to approve the payments to ACCO for reimbursement of expenses. The motion was seconded by Cacy Cribbs and passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Cacy Cribbs-CED #4, 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 Mitch Antle and seconded by Ty Phillips to approve BPO #172. The motion passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Cacy Cribbs-CED #4, 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 Date:	County:	District	Description:	Amount:	NOTES:
790	5/31/23	ADMIN	May 2023 Admin Fee	\$ 2,916.66	May 31, 2023 Admin Fee
791	5/5/23	Okmulgee	Trash Cop	\$ 2,250.00	Final Payment
792	5/5/23	Murray	1 Chainsaw	\$ 2,079.96	4 Chainsaws
793	5/5/23	Murray	2 Chainsaw	\$ 2,168.94	5 Chainsaws/1 pole saw/blades/oil
794	5/5/23	McClain	2 Chainsaw	\$ 1,681.97	3 Chainsaws & batteries
795	5/5/23	Choctaw	1,2,3 Chainsaw	\$ 4,482.95	Chainsaws/Chop Saws approved by DEQ
796	5/5/23	Murray	1 Dump RO	\$ 2,240.00	DRO Daughtery & Sulphur Expo
797	5/5/23	Johnston	2 Dump RO	\$ 2,742.33	Milburn, Coleman, Wapanucka - DRO
798	5/5/23	Choctaw	3 Dump RO	\$ 3,720.00	Ft. Townson, Messer, Sawyer, Spencerville, Swink
799	5/5/23	Lincoln	3 Dump RO	\$ 3,000.00	Meeker, Wellston - Dump Ro
800	5/5/23	Bryan	2 Dump RO	\$ 2,887.40	30 YD Dumpsters in Bryan #2
801	5/5/23	Pawnee	1,2,3 Dump RO	\$ 12,986.00	Ralston, Skedee, CNT BRN
802	5/5/23	Woods	2 Dump RO	\$ 1,501.39	August 2022 - April 2023 Dump RO
803	5/5/23	Okfuskee	1 Dump RO	\$ 2,100.00	August 2022-March 2023 Dump RO
804	5/11/23	Washita	1 Chainsaw	\$ 1,671.57	2 Chainsaws/1 pole saw
805	5/11/23	Washita	1 Dump RO	\$ 4,200.00	DRO Coloney, Cordell, Corn, Cowden
806	5/11/23	Johnston	1 Dump RO	\$ 2,922.02	DRO Connerville, Regan, Bromide, Pontotoc
807	5/11/23	Muskogee	1 Dump RO	\$ 1,255.15	DRO -S. 40th & 77th & Landfill fees,
808	5/11/23	Latimer	1,2,3 Dump RO	\$ 12,189.60	March 27-31st Spring Clean-Up
809	5/11/23	Johnston	3 Dump RO	\$ 1,637.02	DRO - Mill Creek, Ravia, Mannsville
810	5/11/23	Caddo	1 Dump RO	\$ 5,738.64	DRO - Lookeba
811	5/11/23	Osage	2 Dump RO	\$ 3,300.00	Dump Day 4-27-28th & 10/8/22
812	5/11/23	Texas	1 Dump RO	\$ 1,906.90	Community Clean Up April 21-23, 2023
813	5/11/23	Pottawatomie	3 Dump RO	\$ 3,600.00	Maud - Clean up April 4-21, 2023
814	5/11/23	Murray	3 Dump RO	\$ 2,010.00	DRO Joy & Primrose,
815	5/16/23	Kay	1 Chainsaw	\$ 1,921.49	3 Chainsaws/1 Pole Saw/Chains/Oils
816	5/16/23	Grant	2 Dump RO	\$ 1,856.00	DRO-2/17/23-3/7/23; 4/25/23-5/1/23
817	5/16/23	Tillman	1,2,3 Dump RO	\$ 12,963.54	March 2023 Clean Up
818	5/17/23	Comanche	1 Chainsaw	\$ 2,309.97	3 Chainsaws/2 bars
819	5/17/23	Grant	3 Dump RO	\$ 1,900.00	DRO September 2022 & Feb. - 5.2 Tons
820	5/19/23	Jefferson	2 Chainsaw	\$ 1,680.92	3 Chainsaws, bars, and oils
821	5/19/23	Nowata	1 Chipper/Chainsaw	\$ 23,485.89	50" Boom Mulcher, 7 Chainsaws, 3 Battery Chainsaws, 1 Pol
822	5/19/23	Payne	2 Chainsaw	\$ 3,176.13	3 Chainsaws & oil
823	5/19/23	Choctaw	1, 2 Dump RO	\$ 12,165.00	Boswell, Nelson, Soper, Speer, Bluff, Grant, County Barn

824	5/19/23	Muskogee	3	Dump RO	\$ 2,822.05	Wainwright & Taft Cleanup - Landfill Charges
825	5/19/23	Payne	1, 2	Dump RO	\$ 8,100.04	DRO Fairgrounds & Illegal Dump Sites
826	5/22/23	Tulsa	3	Dump Ro	\$ 5,840.00	Spring Clean - 3/25/23; Broken Arrow, Tulsa, Glenpool/Jenks
Total					\$ 165,409.53	

A motion to approve all claims was made by Ty Phillips. The motion was seconded by Cacy Cribbs and passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Cacy Cribbs-CED #4, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

Nay: None

Abstain: None

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON LEFT OVER FUNDS ON THE 2023 SOLID WASTE PROGRAM.

2 spreadsheets were handed out. One showing the counties that submitted claims that hasn't been processed and was ready to be paid out, the awarded amounts and the additional costs. The spreadsheet also showed the variance of the budget and the remaining balance to spend; along with a waitlist of counties that requested left over funds for chainsaws, chippers and dump roll offs. The second spreadsheet was counties that was awarded funding that have not submitted any reimbursement claims. A motion was made by Mitch Antle to apply the additional funds to the chippers on the waitlist that are ready to purchase in the following order: (1)Cleveland #3 and if remaining funds (2) Latimer #2. The motion was seconded by Kirk Butler and passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Cacy Cribbs-CED #4, Zac Cavett-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 Ty Phillips. The motion was seconded by Mitch Antle and passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Cacy Cribbs-CED #4, Zac Cavett-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-\$72,202.74, CED 2-\$45,809.82 CED 3-\$64,192.80, CED 4-\$52,700.78, CED 5-\$55,803.76, CED 6-\$64,086.94, CED 7-\$61,368.49 and CED 8-\$88,449.64. A motion was made by Cacy Cribbs to approve the disbursements. The motion was seconded by Sam Chandler and passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Cacy Cribbs-CED #4, Zac Cavett-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.

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

1. Rogers County – ETRCR1-66-3(09)23; \$550,000.00
2. Jefferson County – ETRCR6-34-3(48)23; \$80,000.00
3. Noble County –ETRCR8-52-1(20)23; \$100,000.00

A motion to approve the contracts 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, Cacy Cribbs-CED #4, Zac Cavett-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

Nay: None

Abstain: None

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON AMENDING THE ETR POLICIES AND PROCEDURES

A spreadsheet was handed out with counties that have a delinquent ETR loan past the five-year reimbursement time frame. Randy Robinson notified by phone/email the counties on the spreadsheet . A drafted policy was handed out with recommended amendments to move Logan County back to CED 5 and for all ETR loans the allowable term is up to a maximum of 5 years with annual extensions being executed by the county, CED and OCCEDB. On a case-by-case basis, providing OCCEDB requested supporting documentation, OCCEDB may approve additional ETR loan repayment terms. A motion to approve the amendments 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, Cacy Cribbs-CED #4, Zac Cavett-CED #5, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

Nay: None

Abstain: None

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

ODOT reported that 3 consultants are working on the grants and awaiting NOFOS.

NO ACTION

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REVISING CED #1 BUDGET FOR FY 2023

CED #1 revised budget was provided to the board for review. A motion to approve CED #1 revised budget was made by Mitch Antle. The motion was seconded by Ty Phillips and passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Cacy Cribbs-CED #4, Zac Cavett-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 the following:

- a). FY 2024 OCCEDB Budget
- b). FY 2024 CED Budgets that are due before August 30, 2023
- c). Federal STBG remaining funds will go back to OCCEDB for ready projects
- d). upcoming ACCO district meetings
- e). Solid Waste Program policies changes will be brought to OCCEDB at the June meeting.
- f). Notified counties of the reduction of County Highway Funds due to caps on Motor Vehicle Collection taxes that affect their disbursements in June and July.

Brandon Dudgeon with ODOT discussed the following:

- a). MRDAFF - \$5 million awarded this FY. FY 2024 is open now and closes September 30, 2023.
- b). BFP Scour Program – 602 bridge inspections have been completed and ODOT has four consultants on standby.
- c). BFP Small Cities – 11 cities have been awarded.
- d). County Equipment Revolving Funds

- e). Feds 4th quarter funds was over-disbursed and in the past Oklahoma benefited from the over-disbursement. Currently awaiting a re-disbursement.
- f). June 1, 2023 @ 2:30 pm - Shelly Williams retirement party
- g). Enid area crossed over as an MPO due to population increases.

Jimmy Watson, CED #3 discussed the “Total Pave” application.

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON DISBURSING THE ELK CITY CED AUCTION 2% PROCEEDS BACK TO THE CEDS.

All CEDs’ were eligible to receive a disbursement. The amounts were as follows: CED 1-\$12,739.00, CED 2-\$6,752.00 CED 3-\$18,701.20, CED 4-\$21,682.20, CED 5-\$41,012.00, CED 6-\$18,326.00, CED 7-\$24,587.70 and CED 8-\$33,758.40. A motion was made by Ty Phillips to approve the disbursements. The motion was seconded by Cacy Cribbs and passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Cacy Cribbs-CED #4, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

Nay: None

Abstain: None

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING A CED 5 AUTHORITY ACCEPT OR DENY COUNTY MEMBERSHIP.

A legal opinion was presented to the board from the law firm Derryberry & Naifeh with its findings and legal opinion on CED #5 memberships.

NO ACTION

NEW BUSINESS

NONE

ADJOURNMENT

A motion to adjourn was made by Ty Phillips. The motion was seconded by Kirk Butler and passed as follows:

Aye: Mitch Antle-CED #1, Sam Chandler-CED #2, Cacy Cribbs-CED #4, Ty Phillips-CED #6, Kirk Butler-CED #7, Max Hess-CED #8.

Nay: None

Abstain: None

Meeting adjourned

OCCEDB SIGN-IN

May 24, 2023

Please Print

Name	County/Company
1. MITCH ANTLE	WASHINGTON CO.
2. John Nauthup	CE D 7
3. LAUREN Morales	CE D 7
4. Allyson Adams	CE D 7
5. Daniel Clemente	CE D 4
6. MAX L. HESS	GRANT 1
7. Jason Mack	CE D 1
8. Lacy Cribbs	Johnston 1
9. Monty Taylor	Shuterra
10. Jason Kienholz	Noble 1
11. Kevin Lane	P-E-K Equipment
12. AARON ADKINS	PINNACLE
13. SCOTT BRIDANS	CE D-2
14. TERRY BARRETT	PINNACLE
15. George Smith	Pinnacle
16. Donnie Heul	CE D F
17. Darla Ellis	SA & I
18. Sarah Wiggins	SA & I
19. Shelly D Moody	CE D 6
20. Kendall Walker	ODOT

