

Circuit Engineering District 5

Minutes

Regular Board Meeting

Date: **August 24, 2021**

Time: **11:00 a.m.**

Place: **FSB**

5801 Broadway Ext., Suite 500

Oklahoma City, OK 73116

1. CALL TO ORDER BY THE CHAIRMAN

The Circuit Engineering District 5 held a zoom meeting on this day in compliance with the Oklahoma Open Meetings Act. Darry Stacey called the meeting to order at 11:00 a.m.

2. Prayer then Flag Salute

Zachary Cavett led the opening prayer and pledge.

3. ROLL CALL

FSB staff member, Josey Middleton, called roll; Attendance was as follows:

Board Members Present: Darry Stacey-Cleveland County, Wilson Lyles-McClain County, Carrie Blumert-Oklahoma County, Gary Ayers-Garvin County, Zachary Cavett-Payne County

Board Members Absent: Marc Hader-Canadian County

4. Recognition of Attendees: See Attached Sign-In Sheet

5. Approval or Modification of the Minutes of the August 24, 2021 Meeting

Darry Stacey stated you have had a chance to review them, and I would like to entertain a motion. A motion to approve meeting minutes for August 24, 2021 was made by Carrie Blumert. The motion was seconded by Zachary Cavett.

The motion passed as follows:

Aye: Darry Stacey-Cleveland County, Wilson Lyles-McClain County, Carrie Blumert-Oklahoma County and Zachary Cavett-Payne County.

Nay: none.

Abstain: Gary Ayers-Garvin County.

6. Discussion and Acceptance of Treasurer's Report

a) Claims from Jayna Vaughn, P.C. and FSB

Josey Middleton stated first is Jayna Johnson's invoice to prepare June Financial Statement and to file the \$0-dollar OESC Report 2nd quarter and the total is \$180 for that invoice. Second invoices if from FSB for the program management fee in the amount of \$8,750.00.

A motion to accept Treasurer's Report was made by Wilson Lyles. The motion was seconded by Carrie Blumert.

The motion passed as follows:

Aye: Darry Stacey-Cleveland County, Wilson Lyles-McClain County, Carrie Blumert-Oklahoma County and Zachary Cavett-Payne County.

Nay: none.

Abstain: Gary Ayers-Garvin County.

b) CED5 August Financials

Carrie Blumert stated after reviewing our financials for the month of July. Our total liabilities and net assets as of July 31, 2021 is \$577,570.49 and I do have a question about the travel on the next page for \$461.83, Josey do you know if there are attachments that show what that travel was. Josey Middleton stated no, but I will look into it. Carrie Blumert said okay that is all. Zachary Cavett stated on the FSB Invoice under consultant it is \$461.38, which is the same as the

travel in the financial statement and that should have been travel instead. Carrie Blumert stated I see that. Zachary Cavett stated because he generally travels to the counties.

A motion to accept August Financials was made by Carrie Blumert. The motion was seconded by Zachary Cavett.

The motion passed as follows:

Aye: Darry Stacey-Cleveland County, Wilson Lyles-McClain County, Carrie Blumert-Oklahoma County and Zachary Cavett-Payne County.

Nay: none.

Abstain: Gary Ayers-Garvin County.

7. Discussion of SAI HB 2892 CIRB Funds Letter

Darry Stacey stated this was informational only, so we put this in here and if any Commissioner did not receive this, it basically outlines what the House Bill did and was 25%. It tells you from the State Auditor exactly what categories to put it in. So, again informational only and if anybody didn't see that we wanted to include it.

8. Discussion and Possible Action Regarding Resolution, Policies, Programs, Plans, Applications, Funds, Projects, Transfer and Report...

a) ODOT Local Government Report – Project Status

Melissa Davis stated coming up next month on the letting for the division 4 counties we have the Canadian County and Payne County STP bridges and then Oklahoma Counties federal bridge will be in October and then Betty also wanted us to know she is not going to attend very many CED meeting. I know she usually comes around this time of the year to talk about county equipment revolving fund and she wanted us to let you know, to send in your CIRB 100 form and the deadline for that is October 1st. Do you have any questions, I will do my best to answer them if not I can get them for you. Darry Stacey stated I serve on that board as well, so definitely forward any questions you have on that and I will get them answered for you. Shelley Williams stated that we did approve the 5-year CIRB plan on August 2nd and it is now into effect. It was a little over \$750 million total in CIRB funding and leveraged \$169 million in federal and tribal funds. The beauty of CIRB is it allows us to capitalize on some of the federal funds in the grant. So, definitely projects got moved out, but the monies should be helping the counties in different ways. Betty said the equipment fund that we have spent \$12.5 million in equipment this year and it should be able to meet every need that was requested from last year. Something that came up in discussion with the department heads, this month and September there is a \$45 million-dollar bridge project going through ODOT letting that has 9 million pounds of steel and there are some other larger projects. I thought that was an interesting thing to point out. I have been fielding some questions regarding Buy America certification for utility relocation on the 100% CIRB funded projects. ODOT is not enforcing that requirement and it is not a requirement on our state funded projects. The utility relocation agreements that we use, points to federal funds. If federal funds are used to construct a project, then the Buy America certification or provision is in place. I will be getting some direction out, a little clearer guideline on that. Brandon stated we have a pre-work for Cascara Bridge on Friday, that is Terry's. Purcell res engineer has taken it elsewhere. Brandon asked Darry about 156th and if that was something you want to talk about here. Darry Stacey stated we had our discussion last Thursday and it is going to come to a resolution Thursday or Friday, but I think that has been moved up. It has been moved up and I know EST is meeting out in the field today with AT&T to figure out exactly what portions of the line are in conflict. The next step was finding out how deep that line is and once we know how deep it is then they can up with a design option. Darry Stacey stated from what I understand the phase we are in, there is not an option. We have to determine how much of a conflict for phase 4. Brandon stated that was the other point of our meeting today, it was to decide on phase 4 were they are in conflict. On this phase that is open right now, I don't know what the field divisions suggestions going to be or whether they are going to have TJC to be the one to do that and do some maintenance on it. Carrie Blumert asked do you remember when some of went to the CED 8 meeting and we had to make some swaps at the very last minute, do you remember those. There was a project for Canadian County that got pulled last minute. Did all of that get worked out to put things in its place and was Canadian County okay with that? Melissa Davis stated yes, they moved up an Oklahoma County project. Carrie Blumert stated they moved up an Oklahoma County and Payne County maybe. Melissa Davis stated I recall a Payne County project, but I know they did move something up to take care of those dollars in that year, so that we didn't leave money sitting on the table. I have

spoken with Jack Stewart, it was his project and he has asked for some clarification on what constitutes the project being eligible for service and if it falls under reconstruction or reconstruction work that falls under maintenance and that's why his got pulled because of maintenance. Shelley Williams states that now is a good time to mention that now that we have adopted the plan, we will be moving forward to get concordance with the county and designers on these projects as we are putting these schedules in place, so kind of expect that to be the next step in our process in developing our schedules. Zachary Cavett asked if that plan was sent out to the commissioners. Shelley Williams stated it is online and I will send the link out. Melissa Davis stated if you would like a hard copy to let me know, we have extra hardcopies at the office, and I am happy to bring some.

b) OCCEDB – Randy Robinson

Randy not present.

9. New Business

None.

10. Board Member Discussion Regarding CED5 Business

Darry Stacey stated we got our CED audit back and it was just exactly what we expected. I have not had a chance to go over it in detail, but I spoke with the auditor this morning about it. The only thing I would like to publicly say, because the auditor wants us to note this on a regular basis, is that I personally have gone through and checked every bit of our assets and inventory and made sure they are functional and were they are supposed to be. Those number of assets come to zero because we don't have none. I wanted to make sure publicly in our meeting that we have done that. That is internal controls even though we have no asset, they would like us to note that. I appreciate them for staying up with us on that.

11. Public Comment

None

12. Adjourn

Motion to adjourn meeting was called by Carrie Blumert. The motion was seconded by Zachary Cavett. The motion passed as follows:

Aye: Darry Stacey-Cleveland County, Wilson Lyles-McClain County, Carrie Blumert-Oklahoma County, Gary Ayers-Garvin County, Zachary Cavett-Payne County

Nay: none.

Abstain: none.