

## CIRCUIT ENGINEERING DISTRICT #1 SPECIAL BOARD MEETING MINUTES

DATE: Wednesday, December 5, 2007  
 TIME: 10:00 am  
 PLACE: Osage County, District 2, Skiatook

### ROLL CALL

COUNTY	APPOINTED REP.	PRESENT	ABSENT
CRAIG	Marion Floyd (Roy Bible)	X	
CREEK	Roger Boomer (Dana Hudgins)	X	
DELAWARE	Dave Kendrick		X
MAYES	Larry Ramsey	X	
NOWATA	Dale Epperson	X	
OSAGE	Scott Hilton	X	
OTTAWA	Russell Earls	X	
PAWNEE	Joe Allenbaugh		X
ROGERS	Mike Helm (Ben King - non voting)	X	
TULSA	Ray Jordan		X
WASHINGTON	Gary Deckard	X	

1. Call to order by President (Deckard)
2. Roll call by Secretary (Hilton)  
*All present except Delaware, Pawnee and Tulsa. Rogers representative present but does not have voting rights.*
4. Treasurer's Report (Hilton)  
*Current balance is \$42,430.95.*
4. Discussion and possible action concerning the financial audit. (Deckard)  
*Gary Deckard presented the audit report and stated that there were no findings. A motion was made by Larry Ramsey to accept the audit; Dale Epperson seconded. Motion carried. John Blickensderfer will submit the audit, bank letter and budget to OCCEDB through Monte Goucher for funding.*
5. Reading of the minutes of the last Special Board Meeting held on November 6, 2007, and approval or modification thereof. (Hilton)  
*Motion to approve minutes was made by Larry Ramsey; seconded by Dana Hudgins. Motion carried.*

6. Report results of Durant CED auction.  
*Randy Robinson gave the CED a report on the results of the auctions in Elk City, McAlester and Durant. CED#1 received a check for \$4118.13 for the recent auction.*
7. Discussion and possible action concerning application/selection process of CED materials request.  
*Russell Earls made a motion to approve the materials request form with the exception that the projects must meet ODOT Force Account standards and the county ranking order should be shown. Larry Ramsey seconded; motion carried. Guy Engineering will edit the form and publish on the CED website.*
8. Discussion and possible action to separate the duties of the Secretary/Treasurer.  
*The positive and negative aspects of the joint position were discussed. The Board agreed to keep the Secretary/Treasurer in its current form; no action taken.*
9. Discussion on CIRB 5-year plan.  
*Gary Deckard sent a letter to Tim Gatz outlining the requested changes to the plan. John Blickensderfer reported that solicitations for engineering services for all the CIRB projects not currently under design (with the exception of the Washington County District 1 project) will be advertised next week.*
10. Discussion on 2008 BR allocation.  
*John Blickensderfer reviewed the projects that are ready for funding. Only three projects are ready for letting. Several projects are waiting on right-of-way and utility relocations. Also, several projects are waiting for NEPA clearances. It is very possible several counties will not use their BR funds this FY. Delaware has already agreed to provide their BR allocation to Ottawa County. The Board discussed the funding options and rules. After January 1st, the ACCO District can allocate funds as needed to execute projects. All of these projects will be reviewed in January's meeting.*
11. Discussion on 5-year plans, balancing of plans, advance funding, force account expenditures, etc.  
*John Blickensderfer reviewed the 5-year plan process and explained that ODOT Local Government will not process contracts or resolutions if the 5-year plan is not balanced. Blickensderfer explained the different types of money and how to indicate local funds or other funds on the 5-year plan. Randy Robinson agreed to give a presentation on STP application and ranking computation at a future meeting. The ACCO Board agreed to add an additional \$49,000 to the Nowata Wolf Creek LWC STP project.*
13. Set date for the next CED meeting. (Deckard)  
*The next meeting will be held January 23, 2007 at 10:00 at Osage County District 2.*
14. Adjournment. (Deckard)