

CIRCUIT ENGINEERING DISTRICT #1 SPECIAL BOARD MEETING MINUTES

DATE: October 21, 2009
 TIME: 10:00 am
 PLACE: Mayes County Fairgrounds
 Pryor, OK

1. Call to order by President (Deckard)
2. Roll call by Secretary (Hilton)

COUNTY	APPOINTED REP.	PRESENT	ABSENT
CRAIG	Roy Bible	X	
CREEK	Roger Boomer	X	
DELAWARE	Dave Kendrick	X	
MAYES	Alva Martin	X	
NOWATA	Tim Kilpatrick (VP)	X	
OSAGE	Scott Hilton (Sec/Treas)	X	
OTTAWA	Russell Earls	X	
PAWNEE	Dale Vance	X	
ROGERS	Mike Helm	X	
TULSA	Ray Jordan		X
WASHINGTON	Gary Deckard (Pres)	X	

3. Introductions
4.
 - a. Reading of the minutes of the Special Board Meeting held on September 29, 2009, and approval or modification thereof (Attachment 4a).
Mike Helm made a motion to approve the minutes; Tim Kilpatrick seconded. Motion carried.
 - b. Reading of a correction to Item 8d of the minutes of the Special Board Meeting held on August 19, 2009, and approval or modification thereof (Attachment 4b).
Item 8d incorrectly identified a Materials Request Program application as belonging to Ottawa County which should have been Delaware County. Commissioner Kilpatrick made a motion to approve the minutes; Dale Vance seconded. Motion carried.
5. Treasurer's Report (Attachment 5)
Check #1050 was written today to Guy Engineering for \$15,360 (invoice 2 of 12 = \$8515; on-call services = \$6845). More checks were ordered; the cost was \$31.71. Current balance after these expenses is \$137,420.30. According to Amanda Sanders at OCCEDB, the deposits for September and October will be made after October 29 OCCEDB meeting.

6. Acknowledge receipt of incoming correspondence
A brochure from Nippon Carbide Industries (USA) Inc for reflective sheeting products was received.
7. Discussion and possible action on method to reimburse Ken Crowder for laydown machine and operator (Mike Helm).
Mike Helm would like to explore a way for non-contiguous counties to assist each other; possibly by running the expenses and reimbursements through the CED. The idea was that most Counties have an interlocal agreement with the CED; therefore, the Counties could transfer funds through the CED rather than requiring separate interlocal agreements between Counties. This topic will be forwarded to the OCCEDB state-wide board for discussion.
8. Discussion and possible action to approve projects on the following programs:
 - a. Emergency Transportation Revolving Fund (ETR)
Rogers County presented applications for an asphalt overlay of Gregory School Road (\$550,000), replacing BR #102 (\$200,000), replacing bridge over tributary to Honey Creek (\$200,000), and an asphalt overlay of Keetonville Road (\$200,000). Alva Martin made a motion to approve these applications; Tim Kilpatrick seconded. Motion carried.
 - b. Bridge Replacement (BR)
Blick reviewed the list of BR priorities. Pawnee County was advised by James Pruett that they were at risk of losing their 2009 BR funds if the right-of-ways for their Pepper Creek project are not completed by December 1. Gary Deckard distributed lists he received from James Pruett of the past 10 years' projects awarded in each county less STP projects. All Counties were encouraged to get their R/W acquired and utilities located and have it approved for letting prior to Dec 11th. If not approved for letting by Jan 1st the BR funds will then be controlled by the ACCO District and not the Counties. No action taken.
 - c. Surface Transportation Program (STP)
Counties were reminded of the December 4 deadline. It appears there may be some 2010 funds available. Guy will draft a letter for Rogers County to request additional funds for their project. Creek County has a 2010 project also which is scheduled for letting. No action taken.
 - d. Material Request Program (MRP)
The following requests had been made months earlier but because there was no funding available at the time, no action was taken. Roy Bible made a motion to approve these projects and to freeze the program while a committee develops new program guidelines. Dale Vance seconded; motion carried (Mayes was absent from vote). Gary Deckard will appoint a committee and the guidelines will be developed prior to the January 2010 meeting. There was some discussion about setting aside some funds for potential emergencies. No projects were funded at this meeting.

<i>Pawnee County, District 2</i>	<i>Replace wooden bridge w/RCBs</i>	<i>\$50,000</i>
<i>Craig County, District 3</i>	<i>Oil and chip seal MC1866C</i>	<i>\$50,000</i>
<i>Mayes County, District 2</i>	<i>Triple seal and chip S430 W 530-540</i>	<i>\$50,000</i>
<i>Nowata County, District 3</i>	<i>2 retaining walls and culvert</i>	<i>\$50,000</i>

- e. County Improvements to Roads & Bridges (CIRB)
Russell Earls made a motion to add Rogers County BR #63 as priority #30; ?? seconded. Motion carried.
Russell Earls made a motion to approve Nowata's request to substitute the following projects for the Hancock Bridge project:
 - 16A - BR #29 California Creek - \$400,000*
 - 16B - BR #76 Purgatory Creek - \$530,000*
 - 16C - BR #14 Opossum Creek - \$397,500*
 - 16D - BR #6 Opossum Creek - \$424,000*
 - 16E - BR #69 Curl Creek - \$636,000**Mike Helm seconded; motion carried (Delaware and Osage were not present for the vote).*
- f. American Recovery and Restoration Act (ARRA)
Osage County's Candy Creek and Creek County's W 81st St are scheduled for letting. No action taken.

- g. TIGER Discretionary Grants
Blick reviewed the grant that was submitted on behalf of the CED. No action taken. There were several comments on how well the grant was prepared.
- 9. Force Account & Locally Funded Projects - Share your success stories and cost saving ideas.
Blick showed pictures of projects built by Delaware and Creek Counties. Mike Helm gave a brief overview of an insurance policy for the counties. No action taken.
- 10. Update on OCCEDB and ACCO events.
Gary Deckard reminded the CED that election of ACCO officers will be held October 29 and nominations are due by October 23; however, nominations will be accepted from the floor.
- 11. Legislative report - Commissioners were encouraged by Jim Clark to submit their legislative request to the legislative committee by ____ date???. The legislative meeting will be held during the ACCO conference.
- 12. ODOT Local Government report.
James Pruett still needs 5-year plans. He has received Washington, Ottawa and Osage. Craig and Nowata have finished theirs but James has not received them. Rogers and Mayes County 5-year plans will be completed by Nov 3rd.. Creek and Pawnee are working on theirs.
- 13. Review calendar of events (Attachment 13)
- 14. Set date for the next CED meeting.
The next CED meeting will be held at the ACCO conference, November 3, at 3:00 pm.
- 15. Discussion and possible action on setting dates for future training topics.
 - Gabion Baskets
 - Environmental – NEPA clearance
 - Funding Sources
 - Industrial/Lake Access
 - Sampling (Scott Wright)
 - INCOG
 - Educate our Legislators
 - LTAP – road maintenance topics
- 16. Adjourn