

OKLAHOMA CIRCUIT ENGINEERING DISTRICT #6

Regular Board Meeting

DATE: February 16, 2023
 TIME: 10:00 A.M.
 PLACE: Stephens County Fairgrounds
 2002 S. 13th St.
 Duncan, OK 73533

CADDO	Jeff Boren
CARTER	Berry Lee-Brinkman
COMANCHE	John O'Brien
COTTON	Ricky Vardell
GRADY	Kirk Painter
JEFFERSON	Ty Phillips
LOVE	Stacy Rushing
MURRAY	Kent McKinley
STEPHENS	Russell Morgan

MEETING MINUTES

- Call to order.
Meeting called to order by Phillips at 10:01am.
- Roll Call.
Caddo-Jeff Boren, Carter-Berry Lee-Brinkman, Comanche-John O'Brien, Cotton-Ricky Vardell, Grady-Kirk Painter, Jefferson-Ty Phillips, Love-Stacy Rushing, Murray-Kent McKinley, Stephens-Russell Morgan.
- Introduction of guests.
- Reading/Correction/Approval of the minutes of the January 19, 2023 meeting.
Motion to approve the minutes of the January 19 2023 meeting made by Boren. Second by Rushing. Remainder all ayes.
- Discussion and possible action on Treasurer's Report (Balance \$423,356.43, bank statement, letter of credit).
Motion to approve the Treasurer's Report with balance of \$423,356.43 made by Morgan. Second by Painter. Remainder all ayes.
- Discussion and possible action on claims.
Motion to approve claims as listed made by Phillips. Second by Painter. All ayes.

Payable To	Amount	For	Check #
Stephen's Oil	\$77.66	Fuel CED 6 Vehicle	3830
Jayna Johnson	\$749.00	CED 6 Financials	3829
OACE	\$50.00	OACE Membership	3834
OPERS	\$1,403.24	Shelly Moody Retirement	3835
OPEH&W	\$740.10	Shelly Moody Insurance	3836
Above and Beyond IT Solutions	\$175.00	Website Maintenance July-December	3832
Shelly Moody	\$2,321.08 (2X)	Payroll, Time Sheet, & Sick Leave	ACH
Shelly Moody	\$160.94	Reimbursement-Monthly office expenses \$70.95 (iCloud, DropBox, Adobe Pro, Verizon, Microsoft Office 365, HP Ink), McAfee-\$89.99 (2 yrs)	3831

7. Discussion and possible action on 5-Year CIRB plan and updates on projects.
Shelly Moody provided status reports and gave update on rebalance.
8. Executive Session for the purpose of discussing the following. Pursuant to 25 O.S. §307 B.1, discussion regarding the employment, hiring, appointment, promotion, demotion, disciplining or resignation of the Program Manager for Circuit Engineering District 6.
 - Action regarding entering Executive Session.
Motion to enter Executive Session made by Painter. Second by Rushing. Remainder all ayes.
 - (Public invited back into room). Action regarding reconvening into Open Session.
Motion to reconvene to Open Session made by Lee-Brinkman. Second by Boren.
Remainder all ayes.
9. Action regarding the employment, hiring, appointment, promotion, demotion, disciplining or resignation of the Program Manager for Circuit Engineering District.
Motion to retain current CED Manager Shelly Moody made by Rushing. Second by Lee-Brinkman. Remainder all ayes. Motion to increase the salary of CED Manager Shelly Moody by 5% retroactive back to January 1, 2023 made by Painter. Second by O'Brien. Remainder all ayes.
10. Discussion and possible action on annual renewal for Bentley (ODOT ProjectWise access) \$800.00.
Motion to renew annual contract with Bentley (ODOT ProjectWise) made by Phillips. Second by Boren. Remainder all ayes.
11. Discussion and possible action on CED 6 providing lunch for the Commissioner's Training February 23, 2023.
Motion to approve CED 6 providing lunch for the Commissioner's Training February 23, 2023 made by Painter. Second by O'Brien. Remainder all ayes.
12. Discussion and possible action on engagement letter for Jayna Johnson, PC.
Motion to approve engagement letter for Jayna Johnson for 2023 financials made by Phillips. Second by Boren. Remainder all ayes.
13. Discussion and possible action on ETR applications.
No Action.
14. Discussion and possible action on ETR renewals.
No Action.
15. Discussion on ACCO Board Report.
Bohot gave update.
16. Discussion on SIG & SIF Board Report.
Hyman passed out claims and gave update.
17. Discussion on CAB Board Report.
Phillips advised no meeting or update.
18. Discussion and possible action on transportation and legislative issues.
Bohot gave update.
19. Discussion and possible action on next meeting date of March 16, 2023.
Motion to approve next meeting date of March 16, 2023 made by O'Brien. Second by Rushing.

Remainder all ayes.

20. New Business.

SRLS provided lunch. Bohot's father passed away and CED offered to take up a collection to make donation in his name. Phillips took up donation.

21. Adjournment.

Motion to adjourn made by Boren. Second by Lee-Brinkman. Remainder all ayes.