

# OKLAHOMA CIRCUIT ENGINEERING DISTRICT #6

## Regular Board Meeting

DATE: January 18, 2024  
 TIME: 10:00 A.M.  
 PLACE: Stephens County Fairgrounds  
 2002 S. 13<sup>th</sup> St.  
 Duncan, OK 73533

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

### MEETING MINUTES

1. Call to order.  
Meeting called to order by Phillips @ 10:02 a.m.
2. Roll Call.  
See table top right corner.
3. Introduction of guests.
4. Discussion and possible action on CED 6 Board Restructure/Elections.  
Motion to keep President, Vice-President, and Secretary/Treasurer the same made by Rushing. Second by Lee-Brinkman. Remainder all ayes.
5. Reading/Correction/Approval of the minutes of the November 16, 2023 meeting.  
Motion to approve the minutes of the November 16, 2023 meeting made by Morgan. Second by Painter. Cotton Abstain. Remainder all ayes.
6. Discussion and possible action on Treasurer's Report (Balance \$547,007.30, bank statement, letter of credit).  
Motion to approve the Treasurer's Report with balance of \$547,007.30 made by Morgan. Second by Rushing. Remainder all ayes.
7. Discussion and possible action on claims.  
Motion to approve claims as listed made by Boren. Second by Painter. Remainder all ayes.

Payable To	Amount	For	Check #
Jayna Johnson	\$460.00	CED 6 Financials Dec & Jan bills	3917
OPERS	\$1,473.40	Shelly Moody Retirement	3921
OPEH&W	\$775.96	Shelly Moody Insurance	3922
CEC	\$875.00	Beam Inspections Cotton County-Whiskey Creek	3919
Shelly Moody	\$2,448.20 (2X)	Payroll, Time Sheet, & Sick Leave	ACH
ABIT	\$210.00	Six Month IT Bill	3918
Shelly Moody	\$352.92	Reimbursement-Monthly office expenses \$67.96 (DropBox, Adobe Pro, Verizon, Microsoft Office 365, HP Ink), ComData-\$195.72, PikePass-\$48.35-\$2.99 for iCloud December overpayment, \$43.88 Office Depot	3920

8. Discussion and possible action on engagement letter for Jayna Johnson, P. C. for Calendar Year 2024 for financial statements.  
Motion to approve signing engagement letter for Jayna Johnson, P.C. for Calendar Year 2024 for financial statements made by Phillips. Second by Vardell. Remainder all ayes.
9. Discussion and possible action on engagement letter for Jayna Johnson, P. C. for Calendar Year 2024 for the preparation of tax returns. Motion to approve signing engagement letter for Jayna Johnson, P.C. for Calendar Year 2024 for preparation of tax returns made by Phillips. Second by Boren. Remainder all ayes.
10. Discussion and possible action on 5-Year CIRB plan and updates on projects.  
Shelly & Tammy gave updates on projects and brought current status update sheets.
11. Presentation and lunch sponsored by Guy Engineering (Russell Earls).
12. Discussion and possible action on ETR applications.  
No Action.
13. Discussion and possible action on ETR renewals.  
No Action.
14. Discussion on ACCO Board Report.  
Haven't had meeting. Next meeting 1-31-24; 1<sup>st</sup> legislative meeting will be 1-31-24.
15. Discussion on SIG & SIF Board Report.  
Rushing gave update: utilize free training Joe offers.
16. Discussion on CAB Board Report.  
Haven't had meeting. No update.
17. Discussion and possible action on transportation and legislative issues.  
See #14.
18. Discussion and possible action on next meeting date of February 15, 2024.  
Motion to approve the next meeting date of February 15, 2024 made by O'Brien. Second by Vardell. Remainder all ayes.
19. New Business.
20. Adjournment.  
Motion to adjourn made by Lee-Brinkman. Second by O'Brien. Remainder all ayes.