

CIRCUIT ENGINEERING DISTRICT #1 SPECIAL BOARD MEETING MINUTES

DATE: Thursday, June 19, 2008
 TIME: 9:30 am
 PLACE: Guy Engineering Services, Inc.
 Tulsa, OK

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 (Alan Carter)	X	
TULSA	Ray Jordan		X
WASHINGTON	Gary Deckard	X	

1. Call to order by President (Deckard)
2. Roll call
All present except Delaware, Mayes, Osage and Tulsa Counties.
3. Treasurer's Report (Deckard)
Current balance is \$222,559.91.
4. Discussion and possible action on revised budget. (Blick)
 - Revised budget sent to Randy and CED on 5-30-08
 - Request approval to show \$10,000 available for travel expenses as proposed by the OCCEDB to encourage attendance at the NACE meetings in Washington, DC.
A motion was made by Russell Earls to approve \$10,000 for travel expenses; Duke Epperson seconded. Motion carried. An agenda item for next meeting will identify which commissioners will travel to DC and whether the CED should also send Blick. Blick will investigate travel costs. Volunteers are Russell Earls and Blick.

5. Reading of the minutes of the last Special Board Meeting held on May 22, 2008, and approval or modification thereof. (Hilton)
Dana Hudgins asked that Item 7 be clarified to "select long-range projects for planning purposes". Dana Hudgins made a motion to accept the minutes with this correction; Russell Earls seconded. Motion carried.
6. Status updates on the CIRB engineer selections. (Blick)
A list of selected consultants was distributed.
7. Discussion and possible action to prioritize the CIRB 6th year projects based on each county's 3rd priority project. (Blick)
The discussion was that bridge projects would have priority over roadway projects. 6th year CIRB projects were prioritized as follows: Pawnee (Belford), Delaware (BR #67 Saline Creek – Kenwood Road), Nowata (Road 3 – NS406), Washington (Rice Creek Road), Craig (BR #65 Elm Creek). Motion to approve by Russell Earls; seconded by Duke Epperson. Motion carried.
8. Discussion and possible action on Materials Request Program. (Blick)
 - Submissions required this meeting
 - Minimum \$150,000 available and possibly up to \$300,000 total
 - Each grant limited to maximum of \$50,000*Applications were received from Delaware, Craig and Nowata counties. It was discussed that only 3 Counties applied and their potential to fund 6 projects. This was tabled for the next meeting. The proposal for the next meeting is to revise the policy to allow for additional applications and to discuss and vote on projects at the next meeting. Lori is to send out notification of the possible extension of application period prior to the July ACCO meeting.*
9. Project Status Updates: (Blick)
 - NEPA priorities – update – need county resolutions
 - Identify projects for BR 2009 and work on R/W, utilities*Blick reviewed the list of NEPA-approved projects and inquired as to the status of some of them in question. He also identified those which are on the 5-year plan and the year in which they are to be executed. Many of the projects are planned for 2007 and 2008. All projects with completed NEPAs need to be prepared for BR funding in 2009. Blick then reviewed the list of projects in which NEPA is complete yet the project has never been closed out. The ODOT Env Div requests a status update since many of these NEPAs are more than 1 year old. A proposed BR2009 list will be reviewed at the next meeting.*
10. Discussion and possible action on Project Management Contract for Year 3. (Blick)
 - Subcommittee meeting has been scheduled for July 9th.*No action taken. Subcommittee members are: Mike Helm, Gary Deckard, Dana Hudgins, Russell Earls, Ken Crowder and Fred Perry..*
11. Discussion on Fracture Critical and Routine Bridge Inspections (Blick)
 - Fracture Critical contractors have been selected by ODOT and will contact the Commissioners
 - Routine inspection contracts will be renewed later this year - interview selection process*Blick advised the commissioners that their assistance may be needed to expedite the fracture critical inspections, i.e., washing off bearings and traffic control. It is*

Blick's understanding that ODOT will pay 100% for the first two years. The fracture critical inspection contractor will contact each Commissioner directly. It was also stated that the routine inspection contracts will be renewed this fall and may require an interview process.

12. Discussion on Surface Transportation Program (Blick)
 - HR 1195 was signed and now allows STP to be used on minor collectors again starting in 2013
 - No action taken.*
13. Discussion on HB2381 (Blick)
 - Revolving fund for which Counties may borrow money to be paid back within 1 year
 - Use for Force Account or emergency type projects
 - \$25 million allocated
 - Blick stated that the new revolving fund will allow for advance funding Force Account projects and FEMA reimbursed projects. The OCCEDB will be establishing a policy for use of these funds.*
14. Update on state-wide events.

Gary Deckard reported that Randy Robinson had hired two people; one will assume CED#7's accounting duties. Gary also reported that a County withdrew their STP project due to cost overruns. Kay County was the only county with an STP project ready and will use the funds.
15. Discuss importance of involvement of tribes, ODOT, legislators, etc.

CED#1 will plan to host the tribal representatives, ODOT personnel, legislators and others at the September meeting. Date and location to be determined.
16. Set date for the next CED meeting. (Deckard)

The July meeting will be at the ACCO conference in Oklahoma City. SemGroup will host the following meeting on August 14 at their office in Tulsa. The SemGroup will provide lunch and a tour of their testing laboratory.
17. Adjournment. (Deckard)