

**CIRCUIT ENGINEERING DISTRICT #7**  
**BOARD OF DIRECTORS**  
**REGULAR BOARD MEETING**  
J.M. Kelley Building  
1779 Marshall Road  
Clinton, OK 73601  
Tuesday, June 25th, 2024 10:00 a.m.

**AGENDA**

1. Call to order by Kirk Butler, President.
2. Flag Salute
3. Roll Call.
4. Board approval and/or modification regarding May 21<sup>st</sup>, 2024 Board Meeting Minutes.
5. Board consideration and action to approve blanket purchase order for General Operating Account (City of Clinton, ATT, Verizon, Office Depot, Fuelman, OPEH&W, Leaders Life, Aflac)
6. Executive Director's Report:
  - Design Engineering Update "Bridges"
  - Design Engineering Update "Roads"
  - Construction Managers Update
  - ROW Update
  - Bridge Inspection Update
  - Sign Update
7. Board consideration and vote to pay all legal and just claims of CED7 as presented
8. Board consideration and vote to accept CED7 financial reports for month ending May 31st and year to date
9. Board consideration and vote to approve ETR extensions/applications/renewals
10. Board consideration and vote to approve CIRB and/or STP task orders
11. Board consideration and vote to approve the proposed budget draft for CED7 FY2024-2025
12. Board consideration and vote to approve proposed direct/indirect billing rates for CED7 as prepared by Cherry Bekaert
13. Board consideration and vote to approve interlocal agreements between CED7 and member counties for management of the Districts CIRB 5-year plan, design, construction management inspection, bridge safety inspection and lab services for federal and state funded projects on county roads and bridges, as well as roadway sign purchases and any other needs as outlined by Title 69 OS 687.1

- a. Beckham County
- b. Blaine County
- c. Custer County
- d. Dewey County
- e. Greer County
- f. Harmon County
- g. Jackson County
- h. Kiowa County
- i. Roger Mills County
- j. Tillman County
- k. Washita County

- 14.** Discussion and possible action to approve resolution for membership in ACCO-SIF (Self insured fund)
- 15.** Discussion and possible action to approve payment option for ACCO-SIF workman's compensation renewal quote
- 16.** Discussion and possible action to approve resolution for membership in ACCO-SIG (Self-Insured group)
- 17.** Discussion and possible action to approve payment option for ACCO-SIG property/liability renewal quote
- 18.** Presentation and discussion regarding added policies and procedures
  - a. Revenue Control and Invoicing Policy and Procedure
  - b. Timesheet Management Policy and Procedure
  - c. Debit Cards Usage Policy and Procedure
  - d. Disposal of State and Federally Funded Equipment Policy
  - e. Record Retention Policy
  - f. Conflict of Interest Policy
- 19.** Discussion regarding the oil plant, including efforts to sell the plant
- 20.** Randy Robinson, ACCO business
- 21.** ODOT business
- 22.** New Business
- 23.** Adjournment of CED7 Board of Directors