

CIRCUIT ENGINEERING DISTRICT #7
BOARD OF DIRECTORS
REGULAR BOARD MEETING
J.M. Kelley Building
1779 Marshall Road
Clinton, OK 73601
Tuesday, July 30th, 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 June 25th, 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 June 30th, 2024 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 amendments for CED7 FY2024-2025
12. Board consideration and vote to approve the Memorandum of Understanding between the USA Bureau of Reclamation and Circuit Engineering District 7, regarding Jackson County Irrigation Canal Project
13. Board consideration and vote to approve CED7 OCCEDB expense budget request (FY25) and expense report (FY24)
14. Discussion and possible action regarding the use of CED revolving funds distributed to CED7

- 15. Discussion and possible action to approve resolution for membership in ACCO-SIG (Self-Insured group)**
- 16. Discussion and possible action to approve payment option for ACCO-SIG property/liability renewal quote**
- 17. Discussion and possible vote to approve 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

- 18. Possible executive session to discuss individual CED7 employee evaluations, possible salary adjustments for employees (see employee list below) as authorized by 25 O.S. 307(b)(7) discussing any matter where disclosure of information would violate confidentiality requirements of state or federal law; and as authorized by 25.O.S 307(b)(1) Discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public official or employee.**

CED7 employees: Brad Coalson, Chad Brown, Clint Mahanay, Donald Vogt, Jeremy Andrews, Kris Carlisle, John Northup, Lauren Morales, Allyson Adams, Martha Castellon, Rodney Cabaniss, Sharon Hicks, Terry Black, Tim Berry, Ryan Richert, Jesse Lopez

- A: Discussion and action to enter Executive Session
- B: Discussion and action to reconvene regular session

- 19. Possible action regarding individual CED7 employee (see list) evaluations and possible salary adjustments**
- 20. Discussion regarding the oil plant, including efforts to sell the plant**
- 21. Randy Robinson, ACCO business**
- 22. ODOT business**
- 23. New Business**
- 24. Adjournment of CED7 Board of Directors**