



OKLAHOMA ECONOMIC DEVELOPMENT AUTHORITY

A Trust Authority

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BEAVER
CIMARRON

DEWEY
ELLIS

HARPER

TEXAS

GENERAL BOARD Annual MEETING
OEDA Board Room
330 Douglas, Beaver, OK
April 26th 1:00 PM
AGENDA

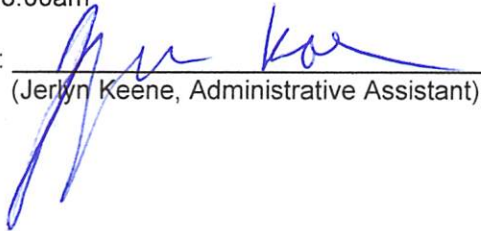
Note: The Board may discuss, vote to approve, vote to disapprove, vote to table or decide not to discuss any item in the agenda.

1. Call to order
2. Flag salute
3. Invocation
4. Roll Call
5. Introduction of guests
1. Oath of Office announce new board members
2. Review and possible approval of minutes from the general board meeting on January 8th 2019
3. Review and possible action to accept the following reports:
 - A. Financial Report
 - B. Staff Reports
 - a. Gail Thomas
 - b. Jerlyn Keene
 - c. Jodi Palmer
 - d. Lacey DeWindt
 - e.
 - f. Tom Sheats
4. Discussion on REAP report (includes but not limited to extension requests, changes of scope, needs related to project activities.)
5. Discuss and possible action on Woodward office to be leased.
6. Executive directors report.

7. New Business (in accordance with Section 311 (9) O.S. Title 25.)
8. Public Participation
9. Adjournment

Filed in the Beaver and Hooker, OK offices of the Oklahoma Economic Development Authority on April 22nd at 8:00am

Signed: _____



(Jerlyn Keene, Administrative Assistant)

OKLAHOMA ECONOMIC DEVELOPMENT AUTHORITY
General BOARD MINUTES
January 8th, 2019

The Oklahoma Economic Development Authority General Board met Tuesday, January 8th, 2019 in the OEDA conference room, 330 Douglas Beaver, Oklahoma.

1. Meeting called to order by Board Chairman Vernie Matt at 1:33pm.
2. Flag salute led by Treasurer Jack Strain.
3. Invocation given by Jonathon Cross
4. Roll Call – Jerlyn Keene
Present
Jack Strain, CJ Rose, Gary Nielsen, Vernie Matt, David Trimble, Hal Clark, Dillon Berry, John Smiley, Charles Dotson, Kim Peterson.

Absent
Elvia Hernandez, Mike Latta, Bron Gardner, Bill Fanning, Chuck Webber.
5. Introduction of guests: CJ Brand Rural Fire
6. Trimble made a motion to approve the minutes of the General Board meeting on July 10th 2018, with a second from Rose. The motion carried with the following vote:
AYE: CJ Rose, Gary Nielsen, Vernie Matt, David Trimble, Hal Clark, John Smiley, Charles Dotson
NAY: None
ABST: Jack Strain, Dillon Berry, Kim Peterson
7. Reports:
 - A. Financial – Strain made a motion to accept the financial report as presented with a second from Rose. The motion carried with the following vote:
AYE: Jack Strain, Dillon Berry, Kim Peterson, CJ Rose, Gary Nielsen, Vernie Matt, David Trimble, Hal Clark, John Smiley, Charles Dotson
NAY: None
ABST: None
 - B. Staff reporting
 - a. Thomas – Keeping track of REAP projects that were approved, still waiting on more applications to come in for CDBG. So far only has two one from Laverne and Seiling. REAP training 23rd of January.
 - b. Keene – Nothing to report
 - c. Palmer – nothing to report.

- d. DeWindt – Still working with work force to finish out 2018 year, as of December 31st we no longer are their employer of record. Working on making sure insurance is in order for the new year. Getting checks out in a timely matter, and working on Title IV.
- e. Layne – CIP for Beaver is almost complete. Will start Laverne next.
- f. Sheats – Inventory on trucks for rural fire is done will send out an invoice soon, Boise City and Laverne received grants to improve their fire stations.

C. Executive Director – report from Jonathon Cross working on the voice over internet system still, the current phone system will not let go of phone numbers so our phone numbers will be changing. Hoping this will cut the phone bill in half and save both OEDA and NODA money. Still working on trying to get someone to rent out the Woodward building, haven't heard anything else on the pharmacy moving into the Hooker building. That seems to be at a standstill as of now. Work on getting letters sent out to cities and towns to elect a representative to be a member of the OEDA board.

8. Letter from City of Waynoka for extension

A. Smiley made a motion to approve the extension on contract for City of Waynoka for their 2018 REAP grant, to extend to April 9th 2020, Second from Matt. The motion carried with the following vote:

AYE: Jack Strain, Dillon Berry, Kim Peterson, CJ Rose, Gary Nielsen, Vernie Matt, David Trimble, Hal Clark, John Smiley, Charles Dotson

NAY: None

ABST: None

9. Dotson made a motion to approve changes to the payroll section of the employee handbook to have payroll be bi-weekly beginning January 1st, 2019. With a second from Trimble. The motion carried with the following vote:

AYE: Jack Strain, Dillon Berry, Kim Peterson, CJ Rose, Gary Nielsen, Vernie Matt, David Trimble, Hal Clark, John Smiley, Charles Dotson

NAY: None

ABST: None

10. Updating officers and membership to the OEDA board.

A. Matt made a motion to elect General board members John Smiley, and Mike Latta Executive board members till an executive board member for the Ellis and Woods counties can be found to be elected. Second by Strain. The motion carried with the following vote:

AYE: Jack Strain, Dillon Berry, Kim Peterson, CJ Rose, Gary Nielsen, Vernie Matt, David Trimble, Hal Clark, John Smiley, Charles Dotson

NAY: None

ABST: None

11. No action at this time to raise membership dues.
12. Status update on reimbursement from COWIB: OEDA has received a check for 54,304.97, still waiting on the reimbursement for the December wages.
13. Executive session Nielsen made a motion to split Michelle Emmerson's salary between NODA and OEDA second by Peterson.
 - A. CJ made a motion to cancel the contract that was signed on 11/14/2018 about Michelle Emmerson's pay and hours. Second by Smiley.
 - B. Trimble made a motion to hire additional staff to help with the audit, second by Strain. All motions were followed with the vote:

AYE: Jack Strain, Dillon Berry, Kim Peterson, CJ Rose, Gary Nielsen, Vernie Matt, David Trimble, Hal Clark, John Smiley, Charles Dotson

NAY: None

ABST: None

14. New Business: none at this time.
15. Public Participation: none at this time.
16. Adjournment: Rose made a motion to adjourn with a second from Smiley. All voted aye.

The meeting was adjourned at 3:05pm

Signature Approval: _____

Open OEDA REAP Projects

3/31/2019

<u>No.</u>	<u>Expires</u>	<u>Entity</u>	<u>Description</u>	<u>Awarded</u>	<u>Expended</u>	<u>Balance</u>	<u>De-obligate</u>
FY17							
17-25	5/31/2019	Town of Taloga	Streets Chip/Seal	20,000.00	751.35	19,248.65	
Total FY17 open REAP grants				\$20,000.00		\$19,248.65	
FY18							
18-4	9/14/2019	Buffalo	Chip/Seal Streets	25,000.00	0.00	25,000.00	
18-15	3/19/2020	Seiling	Asphalting	40,000.00	0.00	40,000.00	
18-17	5/31/2019	Taloga	Chip/Seal Streets	39,999.00	0.00	39,999.00	
18-18	9/19/2019	Vici	Chip/Seal Streets	39,900.00	0.00	39,900.00	
18-19	4/9/2020	Waynoka	Replace Fire Hydrants	30,946.09	30,946.09	0.00	
18-22	3/14/2019	Dewey Co RWD3 - Mutual	ARM Water Meters/Software/Equip	39,142.33	39,142.33	0.00	
Total FY18 open REAP grants				\$214,987.42		\$144,899.00	
* Possible De-Obligation of Funds to FY20				Total Open REAP Grants		\$164,147.65	

FY19 REAP Report will be submitted by Gail Thomas.

MONTHLY ACTIVITY REPORT
OKLAHOMA ECONOMIC DEVELOPMENT AUTHORITY (OEDA)
March 2019

Community Development Block Grant (CDBG)

- **LAVERNE (CDBG/REAP)**
Waiting on award status.
- **SEILING (17262-18)**
Out for bid. Gail is working on this.

Rural Economic Action Plan (REAP)

- Monthly report prepared and distributed to Jerlyn for board packets.
- Worked with open FY17 and FY18 REAP projects to complete pay requests, document status and closeout projects.
- Conducting monitoring activities both desk top and physical.

Travel

- 3/5 – OEDA Beaver Office, REAP file review.

"It's not how much you do, but how much love you put into what you do that counts." Mother Teresa

Jennifer Firgard