

## **BOARD OF TRUSTEES**

**February 6, 2020**

**Members Present: Terry Brungardt, Lacey Rowell, Mark Stanke, Bruce Wallace and Steve Snow.**

**Members Absent: None**

**Staff Present: Margaret Stratton, Treasurer; Joe Weaver, Town Attorney; Jill Ray, Town Clerk; Drayton Morgan Police officer; Stephen Havener, CPWA Supervisor.**

**Others Present: Charles Daughety; Brittany Lemoine; Waste Connection of OK, David Giesel; Oklahoma Environmental MGMT Authority.**

- 1. Meeting called to order and roll call. Mayor Wallace called the Regular Meeting of the Board of Trustees to order. Clerk Ray called roll and declared a quorum. Agenda was posted at the Calumet Town Hall on Wednesday February 5, 2020 @ 12:00 p.m.**
- 2. Consider and discuss opening sealed bids to provide Solid Waste and Recycling Services to the Town of Calumet, with action as necessary. Trustee Rowell made a motion to open the sealed bids. Seconded by Trustee Stanke. Roll Call vote: Trustee Rowell, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Stanke, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried.**
- 3. Consider approval or amendment of minutes of the Regular Meeting held January 7, 2020 with action as necessary. Trustee Rowell made a motion to approve the minutes for regular meeting held January 7, 2020 with the corrections of Agenda item #3 line 4- Rowell made a motion to approve the closeout Resolution 2020-01, and agenda item #8 Trustee Wallace, abstain (did not attend the December meeting). Seconded by Trustee Stanke. Roll Call vote: Trustee Rowell, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Stank, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried.**
- 4. Consider approval of claims, checks, and warrants for the month of January 2020, with action as necessary. Trustee Stanke made a motion to approve the claims, checks and warrants for the month of January 2020. Seconded by Trustee Rowell. Roll Call vote: Trustee Rowell, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Stank, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried.**
- 5. Consider and discuss report submitted by the Fire Department secretary, with action as necessary. No Report. No Action.**
- 6. Consider and discuss report submitted by the Police Chief, with action as necessary. Chief Huckabee prepared and left a report for the Trustees. No Action.**

7. Consider and discuss report submitted by the Public Works Superintendent, with action as necessary. Stephen Havener advised everything was doing well, we had 1 water leak at walls and 122<sup>nd</sup>, water tower overflowed a week later, Trustee Wallace advised that maybe we could burp the line after water leaks for prevention of the tower overflowing, hours meter on the east lift station went out and has been repaired, east lift station needs to be cleaned due to the shavings from the sewer work done, Trustee Wallace asked Attorney Weaver to look into the contract with Tri-Star and see if there is compensation on the cleaning of the lift station for the shavings left behind and also there was more than normal grease showing at the west lift station, Trustee Wallace advised to check the school grease trap. No Action.
8. Consider and discuss report submitted by the Planning Commission Administrator, with action as necessary. Planning Commission Administrator was not present. No action.
9. Consider and discuss report submitted by the parks committee, with action as necessary. Park Committee was not present. No Action.
10. Consider entering into executive session for the purpose of the following:

Discussion concerning employment, hiring, appointment, promotion, discipline or resignation of any salaried public officer or employee pursuant to 25 O.S. 307 B (1)

- a) In reference to acceptance of Chief Brian Huckabee resignation with his last date of employment 01/25/2020.
- b) In reference to employment, appointment, promotion, including pay raise for Drayton Morgan, per the minutes on 06/04/2019 to be received after CLEET certification.
- c) In reference to applications received for the Chief of police position
- d) Stephen Havener

Trustee Stanke made a motion to enter into executive session. Seconded by Trustee Rowell. Roll Call vote: Trustee Rowell, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Stank, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried.

11. Consider reconvening into open session. Trustee Rowell made a motion to reconvene into open session. Seconded by Trustee Stanke. Roll Call vote: Trustee Rowell, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Stank, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried.

12. Consider taking action on the following:

Discussion concerning employment, hiring, appointment, promotion, discipline or resignation of any salaried public officer or employee pursuant to 25 O.S. 307 B (1)

- a) In reference to acceptance of Chief Brian Huckabee resignation with his last date of employment 01/25/2020.
- b) In reference to employment, appointment, promotion, including pay raise for Drayton Morgan, per the minutes on 06/04/2019 to be received after CLEET certification.
- c) In reference to applications received for the Chief of police position
- d) Stephen Havener

A. Trustee Stanke made a motion to accept Chief Brian Huckabee's resignation. Seconded by Trustee Rowell. Roll Call vote: Trustee Rowell, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Stank, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried. B (1) Trustee Rowell made a motion to raise officer Drayton Morgan's hourly rate to \$14.00 effective to start with the February payroll. Seconded by Trustee Stanke. Roll Call vote: Trustee Rowell, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Stank, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried. B (2) Stanke made a motion to appoint Drayton Morgan as Intern Police Chief for the Calumet Police Department effective 01/26/2020. Seconded by Trustee Brungardt. Roll Call vote: Trustee Rowell, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Stank, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried. C. No Action. D. No Action.

13. Consider and discuss changing the employee policy manual, time off accrual in regards to the use of sick time and vacation time to reflect as paid time off (PTO), if the employees are in agreeance with the policy change we can proceed with a motion carried, with action as necessary. Trustee Snow made a motion to table until the March meeting. Seconded by Trustee Rowell. Roll Call vote: Trustee Rowell, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Stank, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried.
14. Consider and discuss adding another individual to the camera security system and the alarm system, with action as necessary. Trustee Snow made a motion to add Bruce Wallace to the Camera security system and the alarm system. Seconded by Trustee Rowell. Roll Call vote: Trustee Rowell, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Stank, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried.
15. Consider and discuss the membership of Oklahoma Municipal Alliance, with action as necessary. Trustee Snow made a motion to Table until the March meeting. Seconded by Trustee Brungardt. Roll Call vote: Trustee Rowell, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Stank, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried.

16. Consider and discuss adopting the Ordinance 2020-01 to regulate the retail sale, growing, processing and storage of medical marijuana, with action as necessary. Trustee Stanke made a motion to adopt the Ordinance 2020-01 to regulate the retail sale, growing, processing and storage of medical marijuana, with action as necessary. Seconded by Trustee Rowell. Roll Call vote: Trustee Rowell, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Stank, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried. Trustee Stanke made a motion to pass the emergency clause of ordinance 2020-01 making it effective immediately. Seconded by Trustee Rowell. Roll Call vote: Trustee Rowell, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Stank, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried
17. Consider and discuss adopting the resolution 2020-04 to establish business license fees for medical marijuana retailers, growers and processors, with action as necessary. Trustee Snow made a motion to adopt the resolution 2020-04 to establish business license fees for medical marijuana retailers, growers and processors. Seconded by Trustee Brungardt. Roll Call vote: Trustee Rowell, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Stank, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried
18. Remarks and inquiries of the governing body members. Trustee Snow stated that when the loan with OWRB was initiated that he had inquired about an early payoff and to his recollection he was advised that the loan could be paid off at the time service was completed by Tri-Star Utilities. Attorney Weaver stated that he would look into the contract and see if there were any provisions on an early payoff. Clerk Ray advised the board that there was going to be changes made to the Verizon account, the Town would be switching to an unlimited Data plan. No action.
19. Consider new business of an emergency nature that had not been contemplated at the time of the agenda preparation, with action as necessary. None. No action.
20. Adjournment. Trustee Rowell made a motion to adjourn. Seconded by Trustee Brungardt. Roll Call vote: Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye; Trustee Brungardt, aye, Trustee Wallace, aye. Mayor Wallace declared the motion carried.

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Bruce Wallace, Mayor

ATTEST:

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Jill Ray, Clerk