

**NOTICE OF REGULAR MEETING
OF THE
BOARD OF TRUSTEES**

In compliance with Title 25, Oklahoma Statutes, Section 301-314, the Oklahoma Open Meeting Act be advised that the Board of Trustees, governing body of the Town of Calumet, Oklahoma, shall conduct its REGULAR MEETING on March 7, 2018. Said REGULAR MEETING shall be held at 6:30 p.m., at the Calumet Town Hall, 118 W. Second Street. If you require special accommodations, please notify the Town Office at 893-2323.

AGENDA:

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

1. Meeting called to order and roll call.
2. Public Comments – Citizen’s comments will be heard at all Regularly Scheduled board meetings only during the designated Public Comment portion of the agenda. Comments are limited to three minutes with no action taken.
3. Consider approval or amendment of minutes for the Regular Meeting held February 6, 2018, with action as necessary.
4. Consider approval of claims, checks, and warrants for the month of February 2018, with action as necessary.
5. Consider and discuss approval of paid administrative leave 02/7-8/2018 for the Calumet Police Department, with action as necessary.
6. Consider and discuss report submitted by the Fire Department Secretary, with action as necessary.
7. Consider and discuss report submitted by the Police Chief, with action as necessary.
8. Consider and discuss report submitted by the Public Works Superintendent, with action as necessary.
9. Consider and discuss report submitted by the Planning Commission Administrator, with action as necessary.
10. Consider and discuss the following with Cowan Engineering, with action as necessary:
 - Technical memorandum questions answered by Cowan Group Engineering
 - Consideration, discussion, and possible action on authorizing staff to submit an application to Clean Water State Revolving Fund to be on the project priority list for funding for a portion of the wastewater system improvements.

- Consideration, discussion, and possible action to authorize staff to pursue CDBG funding for a portion of the wastewater collection system improvements.

11. Consider and discuss accepting Tristan Nix to be a member of the Calumet Fire Department, with action as necessary.

12. Consider and discuss making a contract to allow 4T site services to dump at the lagoon, with action as necessary.

13. Consider and discuss approving the purchase of

A. 300-gallon Poly tank for BP2

B. Eductor

C. Foam

D. Knox box security key system

E. Honeywell Analytics BW Clip4 4-gas detector (02, LEL, H2S, CO) \$525.00 each

F. Laptop

these items will be paid with the donations already received, with action as necessary.

14. Consider and discuss opening and accepting sealed bids on the small 3 drawer metal file cabinet and the old basketball goal, with action as necessary.

15. Consider and discuss the approval for payment on the CPR certification for the employees and fire department at \$20.00 per person with Airevac in Kingfisher, with action as necessary.

16. Consider entering into executive session for the purpose of the following:

a. Discussion concerning employment, hiring, appointment, promotion, discipline or resignation of Jeff Miller, Bruce Wallace, Johnny Sanchez, Brian Huckabee, Robert Baysinger, Jill Ray, Nicole Atkinson, Laura Sessions and Mickey Stratton pursuant to 25 O.S. 307 (B)(I).

17. Consider reconvening into open session.

18. Consider taking action on the following:

a. Discussion concerning employment, hiring, appointment, promotion, discipline or resignation of Jeff Miller, Bruce Wallace, Johnny Sanchez, Brian Huckabee, Robert Baysinger, Jill Ray, Nicole Atkinson, Laura Sessions and Mickey Stratton pursuant to 25 O.S. 307 (B)(I).

19. Consider and discuss the approval of the employee conduct code to be added to the employee handbook, with action as necessary.

- 20. Consider and discuss approval of Audit Engagement Letter from Dillon & Associates, P.C., with action as necessary.**
- 21. Consider and discuss the 8 additional street lights with an additional \$105.36 per month added to the street lighting bill, with action as necessary.**
- 22. Consider and discuss Fair Housing Proclamation, with action as necessary.**
- 23. Consider and discuss accepting any amendments/corrections to the policy and procedure manual for the Calumet Police Department, with action as necessary.**
- 24. Consider and discuss adoption of Resolution No. 2018-01; a resolution to affiliate and join the Oklahoma Police Pension and Retirement System for the presently employed police officers of the Town of Calumet, Oklahoma, with action as necessary.**
- 25. Remarks and inquiries of the governing body members.**
- 26. Consider new business of an emergency nature that had not been contemplated at the time of the agenda preparation, with action as necessary.**
- 27. Adjournment.**

Posted at the Calumet Town Hall on Tuesday March 6, 2018, at 12:00 pm.

Jill Ray, Clerk