

BOARD OF TRUSTEES

October 2, 2018

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

Members Absent: none.

Staff Present: Margaret Stratton, Treasurer; Joe Weaver, Town Attorney; Jill Ray, Town Clerk, Robert Baysinger; Police Lieutenant, Brian Huckabee, Chief of Police.

Others Present: Kaci Snow, Michael Taylor: Cowan Engineering

- 1. Meeting called to order and roll call. Mayor Rowell 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 Monday October 1, 2018.**
- 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. Kaci Snow addressed the Board with information that she learned at the 2 grant seminars that she attended and proposed receiving a grant for a new Fire/Police station. Higdon Forrest addressed the Board with his interest in becoming a Trustee. No Action.**
- 3. Consider and discuss appointment of eligible resident of the Town of Calumet to fill the vacancy on the Board of Trustees, with action as necessary. Trustee Snow made a motion to appoint Forrest Higdon to fill the vacancy on the Board of Trustees. Seconded by Trustee Stanke. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.**

Oath of Office was given to Forrest Higdon by Joe Weaver; town attorney, Trustee Higdon set on the Board for the remainder of the meeting.
- 4. Consider approval or amendment of minutes of the Regular Meeting held September 5th,2018 with action as necessary. Trustee Stanke made a motion to approve the minutes for the Regular meeting held September 5th, 2018 with changes to agenda item #7 moved to #6, #9 ran changed to run and #22 except changed to accept. Seconded by Trustee Brungardt. Roll call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye; Trustee Higdon, abstain. Mayor Rowell declared the motion carried.**
- 5. Consider approval of claims, checks, and warrants for the month of September 2018, with action as necessary. Trustee Stanke made a motion to approve claims, checks, and warrants for the month of August 2018 with addition of claim #146188 to Chase in the amount \$1461.88. Seconded by Trustee Brungardt. Roll call vote: Trustee Brungardt,**

aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, nay; Trustee Higdon, abstain. Mayor Rowell declared the motion carried

6. Consider and discuss report submitted by the Fire Chief, with action as necessary. Chief Brungardt stated that there was 4 EMS calls and 2 vehicle accidents, meeting was held on 10/01/2018, we attended a dinner put on by the local church and youth, we will be handing out candy on Halloween and on the week of 10/23/2018 will be fire prevention at school. No Action.
7. Consider and discuss report submitted by the Police Chief, with action as necessary. Chief Huckabee gave a report on the calls ran, and the Reserves in the academy. Unit #1 is having popping issues in the front end and will be taken to Schwartz in El Reno to be looked at. No action.
8. Consider and discuss report submitted by the Public Works Superintendent, with action as necessary. The daily reports were turned in. no action.
9. Consider and discuss report submitted by the Planning Commission Administrator, with action as necessary. Wayne did attend. No action.
10. Consider and discuss Michael Taylor giving an update on the progress of the sewer development, with action as necessary. Michael advised that they are waiting on some clearances to start the project, but they should be able to begin in November. No Action.
11. Consider and discuss hiring a part time police officer for animal control, with action as necessary. After lengthy discussion. The Trustees advised that they need further information like plans, cost and estimates, check on insurance for the kennel. No Action
12. Consider and discuss approving to apply for a visa municipal credit card, that will be in the Town of Calumet name and not an individual, with action as necessary. Trustee Stanke made a motion to table for further information. Seconded by Trustee Snow. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried
13. Consider and discuss the new marijuana laws and adding regulations to our town ordinances, with action as necessary. After discussion. Trustee Stanke made a motion to Close the Office on 10/19/2018 for training purposes and have Clerk Ray attend a OML training to receive information on the new marijuana laws. Joe Weaver, town attorney will look into placing a town ordinance with regulations regarding the new marijuana laws. Seconded by Trustee Snow. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried.
14. Consider and discuss placing a pipeline permit fee in our town ordinances, with action as necessary. Trustee Stanke made a motion to place a pipeline permit fee schedule for pipelines in the town ordinances. Seconded by Trustee Brungardt. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye;

Trustee Higdon, aye. Mayor Rowell declared the motion carried.

15. Consider and discuss to adopt Ordinance 2018-03 --Section 5-901, All in Chapter 9 of the code of the Town of Calumet, Oklahoma, Concerning the pipeline permit fees and permit regulations, with action as necessary. Trustee Stanke made a motion to table until the November meeting so that Joe Weaver, town attorney could get the Ordinance ready for signatures. Seconded by Trustee Snow. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried.
16. Consider and discuss adopting the updated Fair Housing Ordinance to add to the Town of Calumet Code of Ordinances in Chapter 6 "Fair Housing", with action as necessary. Trustee Snow made the motion to adopt the updated Fair Housing Ordinance. Seconded by Trustee Stanke. Roll call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried.
17. Consider and discuss the approval of the contract and payment with Millie Vance Incorporated, with action as necessary. Trustee Snow made a motion to approve the contract and payment to Millie Vance Incorporated. Seconded by Trustee Stanke. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried.
18. Consider and discuss the roofing bids received for the property on Calumet Road, with action as necessary. Trustee Rowell made a motion to table until November to receive more bids. Seconded by Trustee Snow. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried.
19. Consider and discuss the Christmas party choices and make a decision to place a deposit and get date set, with action as necessary. Trustee Stanke made a motion to approve Cattleman's for the employees & firefighters Christmas dinner this year in the amount of \$2589.00 minimum. Seconded by Trustee Brungardt. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, nay; Trustee Higdon, aye. Mayor Rowell declared the motion carried.
20. Consider entering into executive session for the purpose of the following:
 - A. Discussion concerning employment hiring, appointment, promotion, discipline or resignation of any public office or salaried employee pursuant to 25 O.S. 307 (B) (I). Brian Huckabee, Robert Baysinger, Johnny Sanchez, Jeff Miller, Jill Ray, Nicole Atkinson, Margaret Stratton and Laura Sessions.Trustee Rowell made a motion to enter into executive session. Seconded by Trustee Stanke. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried.

21. Consider entering back into open session. Trustee Stanke made a motion to enter back into open session. Seconded by Trustee Brungardt. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried.
22. Consider and discuss the employment hiring, appointment promotion, discipline or resignation of Brian Huckabee, Robert Baysinger, Johnny Sanchez, Jeff Miller, Jill Ray, Nicole Atkinson, Margaret Stratton and Laura Sessions, with action as necessary. Trustee Stanke made a motion to offer Jeff Miller the CPWA Supervisor position at \$18.00 per hour, to be in effect when and if accepted. Seconded by Trustee Brungardt. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried.
23. Remarks and inquiries of the governing body members. None. No Action.
24. 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.
25. Adjournment. Trustee Stanke made a motion to adjourn. Seconded by Trustee Brungardt. Roll call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried.

Lacey Rowell, Mayor

ATTEST:

Jill Ray, Clerk