

**Board of Trustees
February 3, 2015**

Members present: Mark Stanke, Barbara Johnson, Lacey Rowell, and John Morris. Brad Lawless was absent.

Staff present: Brian Huckabee, Police Chief, Mickey Stratton, Treasurer, Terry Brungardt, Fire Chief, April Stephens, Deputy Clerk, and Arnelda Hall, Clerk.

Others present: Millie Vance, Steve & Kaci Snow, Chris & Katie Carnott, Dorthea Paulk, and Rebecca Poole.

- 1. Meeting called to order and roll call. John Morris, Mayor, called the Regular Meeting of the Board of Trustees to order. Arnelda Hall, Clerk, called roll and declared a quorum. Agenda was posted at the Calumet Town Hall on January 30, 2015 at 8:00 am.**
- 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 October 7, 2014 and minutes of Regular Meeting held January 6, 2015, with action as necessary. Trustee Johnson made a motion to approve the minutes as written. Seconded by Trustee Stanke. Vote was: Aye: Trustees Stanke, Johnson, Rowell, and Morris. Nay: None. Mayor Morris declared the motion carried unanimously.**
- 4. Consider approval of claims, checks, and warrants for the month of January, 2015. Clerk Hall requested claim #3506, Item No 5 be included. Trustee Johnson made a motion to approve the claims, checks, and warrants for the month of January, 2015. Seconded by Trustee Stanke. Vote was: Aye: Trustees Stanke, Johnson, Rowell, and Morris. Nay: None. Mayor Morris declared the motion carried unanimously.**
- 5. Consider approval of claim #3506, K&S Snow, in the amount of \$22,299.77 for the drainage project at the Calumet School. The cost was approved at the Special Meeting held October 1, 2014. This item was included in Item 4.**
- 6. Presentation of Revised Capital Improvement Plan (CIP) by Cowan Group Engineering. Rebecca Poole, Cowan Group Engineering, presented the Trustees with a revised CIP for approval.**

7. Consider and take action on Resolution to Adopt Revised/Updated Capital Improvement Plan 5 year summary. Trustee Johnson made a motion to adopt the Revised/updated Capital Improvement Plan 5 year summary. Seconded by Trustee Stanke. Vote was: Aye: Trustees Stanke, Johnson, Rowell, and Morris. Vote was: Aye: Trustees Stanke, Johnson, Rowell, and Morris. Nay: None. Mayor Morris declared the motion carried unanimously.
8. Consider and take action on Adopting Citizen's Participation Plan for FY-2015 CDBG Project. Trustee Johnson made a motion to adopt the Citizen's Participation Plan for FY-2015 CDBG Project. Seconded by Trustee Stanke. Vote was: Aye: Trustees Stanke, Johnson, Rowell, and Morris. Nay: None. Mayor Morris declared the motion carried unanimously.
9. Consider and take action on Adopting Resolution to apply for FY-2015 CDBG Grant; Proposed Storm Drainage Project. Trustee Stanke made a motion to adopt the Resolution to apply for FY-2015 CDBG Grant. Seconded by Trustee Johnson. Vote was: Aye: Trustees Stanke, Johnson, Rowell, and Morris. Nay: None. Mayor Morris declared the motion carried unanimously.
10. Consider and take action on Resolution on Leverage (Matching) funds for FY-2015 CDBG Proposed Storm Drainage Project. Trustee Johnson made a motion to approve the Resolution on Leverage (Matching) funds for FY-2015 CDBG Storm Drainage Project. Seconded by Trustee Rowell. Vote was: Aye: Trustees Stanke, Johnson, Rowell, and Morris. Nay: None. Mayor Morris declared the motion carried unanimously.
11. Consider and take action on Residential Anti-Displacement Plan for FY-2015 CDBG Proposed Storm Drainage Project. Trustee Rowell made a motion to approve the Residential Anti-Displacement Plan for FY-2015 CDBG Proposed Storm Drainage Project. Seconded by Trustee Johnson. Vote was: Aye: Trustees Stanke, Johnson, Rowell, and Morris. Nay: None. Mayor Morris declared the motion carried unanimously.
12. Consider and take action on adopting and reading 2015 Fair Housing Proclamation. Trustee Stanke made a motion to adopt the 2015 Fair Housing Proclamation. Seconded by Trustee Johnson. Vote was: Aye: Trustees Stanke, Johnson, Rowell, and Morris. Nay: None. Mayor Morris declared the motion carried unanimously.
13. Consider and take action on Agreement with Millie Vance Incorporated to prepare FY-2015 CDBG Grant application and administer project if funded. Trustee Stanke made a motion to approve the Agreement with Millie Vance Incorporated to prepare FY-2015 CDBG Grant application and administer the project. Seconded by Trustee Rowell. Aye: Trustees Stanke, Johnson, Rowell, and Morris. Nay: None. Mayor Morris declared the motion carried unanimously.

14. Discuss and consider acceptance of dedication deed, dedicating to the public certain streets, utilities and alley located in Todd's Fourth Addition to the Town of Calumet, with action as necessary. Trustee Stanke made a motion to accept the dedication deed, dedicating certain streets, utilities and alley located in Todd's Fourth Addition to the Town of Calumet. Seconded by Trustee Johnson. Vote was: Aye: Trustees Stanke, Johnson, Rowell, and Morris. Nay: None. Mayor Morris declared the motion carried unanimously.
15. Consider and discuss report submitted by the Fire Chief, with action as necessary. Fire Chief Brungardt reported during the January meeting firefighters were trained on how to address and respond to CNG vehicle accidents and all pumps and trucks were serviced. Chief Brungardt also stated he wanted to test all the fire hydrants. This was discussed and Chief Brungardt will get with Johnny Sanchez, Water Supt., to see when this can be done and notice can be given to the citizens.
16. Consider and discuss purchase of water tanks and light bar for fire trucks, with action as necessary. Trustee Johnson made a motion to purchase one (1) water tank and a light bar in the amount of \$8,981.16 + shipping. Seconded by Trustee Stanke. Vote was: Aye: Trustees Stanke, Johnson, Rowell, and Morris. Nay: None. Mayor Morris declared the motion carried unanimously.
17. Consider approval of Constitution and By-Laws for the Calumet Volunteer Fire – Rescue Department, with action as necessary. Trustee Rowell made a motion to approve the Constitution and By-Laws for the Calumet Volunteer Fire – Rescue Department. Seconded by Trustee Johnson. Vote was: Aye: Trustees Stanke, Johnson, Rowell, and Morris. Nay: None. Mayor Morris declared the motion carried unanimously.
18. Consider and discuss report submitted by the Police Chief, with action as necessary. Chief Huckabee stated the handheld radios have been re-programmed so now the department is in compliance with FCC regulations regarding narrow band channels.
19. Consider and discuss report submitted by the Public Works Supt., with action as necessary. No report.
20. Consider and discuss replacing the fence around the cemetery, with action as necessary. Trustee Johnson submitted some costs of different styles of fence and after some discussion it was decided to get other cost information.

21. Consider and discuss purchasing a Lexmark color printer, with action as necessary. Trustee Rowell made a motion to approve the Lexmark color printer at \$4,600. Seconded by Trustee Stanke. Vote was: Aye: Trustees Stanke, Johnson, Rowell and Morris. Nay: None. Mayor Morris declared the motion carried unanimously.
22. Consider and discuss modification of the Town of Calumet Employee Policy Manual concerning eligibility for certain employee benefits, with action necessary. Trustee Johnson made a motion to change Paragraph 1 on page 10 of the employee manual to be modified to read as follows: Regular Employees- Employees in this category are those who are hired on a permanent basis to work a regular schedule. Employees in this category who work on average at least 40 hours per week are eligible for the Town's benefits package, including Insurance and leave time, in accordance with the terms and conditions of each individual benefit program. Employees who are hired on a permanent basis to work less than average of 40 hours per week but more than 1000 hours yearly are only eligible for the Town's insurance benefits package in accordance with the terms and conditions of the insurance package and to continue Arnelda Hall's Insurance benefits when she goes to part time. Seconded by Trustee Rowell. Vote was: Aye: Trustees Stanke, Johnson, Rowell, and Morris. Nay: None. Mayor Morris declared the motion carried unanimously.
23. Remarks and inquiries of the governing body members. None.
24. Consider new business of an emergency nature that had not been contemplated at the time of the agenda preparation, with action necessary. None.
25. Adjournment. Trustee Stanke made a motion to adjourn the meeting. Seconded by Trustee Rowell. Vote was: Aye: Trustees Stanke, Johnson, Rowell and Morris. Nay: None. Mayor Morris declared the motion carried unanimously.

ATTEST:

John Morris, Mayor

Arnelda Hall, Clerk