

**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 December 5, 2017. 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 November 7, 2017, with action as necessary.**
- 4. Consider approval of claims, checks, and warrants for the month of November 2017, with action as necessary.**
- 5. Consider and discuss report submitted by the Fire Department Secretary, with action as necessary.**
- 6. Consider and discuss report submitted by the Police Chief, with action as necessary.**
- 7. Consider and discuss report submitted by the Public Works Superintendent, with action as necessary.**
- 8. Consider and discuss report submitted by the Planning Commission Administrator, with action as necessary.**
- 9. Consider and discuss closing the office December 26<sup>th</sup> also, with action as necessary.**
- 10. Consider and discuss, tabled from November meeting, replacing the sidewalk on North Calumet Road from Main to Todd on the West side of Highway 270, with action as necessary.**
- 11. Consider and discuss, tabled from November meeting, what the town is in need of, that can be accepted as a donation from Cheniere Pipeline, with action as necessary.**

12. Consider approval, tabled from November meeting, of 2018 Calendar Year of Regular Meetings for the Board of Trustees and the Calumet Public Works Authority, with action as necessary.
13. Consider and discuss, tabled from November meeting, the addition of street lights, with action as necessary.
14. Consider and discuss, tabled from November meeting, the police pension and retirement system that is in our ordinances 2-520/522 to be put into effect immediately for our Police Department staff, with consideration of back pension and retirement owed, with action as necessary.
15. Consider and discuss changing the employee handbook- Section VI: Leave and absence from work, section 1b- to read: Employees should request annual/vacation leave from his/her supervisor first, then send email to mayor requesting approval for vacation leave, pending approval. Approval will be sent with Treasurer being cc'd for documentation on time card, with action as necessary.
16. Consider and discuss the broken copier in the police department being put in surplus, with action as necessary.
17. Consider entering into executive session for the purpose of the following:
  - A. Discussion concerning employment, hiring, appointment, promotion, discipline or resignation of Laura Sessions, Brian Huckabee, Robert Baysinger, Bruce Wallace, Jeff Miller, Johnny Sanchez, Jill Ray, Nicole Atkinson and Mickey Stratton pursuant to 25 O.S. 307 (B) (I).
18. Consider reconvening into open session.
19. Consider taking action on the following:
  - A. Discussion concerning employment, hiring, appointment, promotion, discipline or resignation of Laura Sessions, Brian Huckabee, Robert Baysinger, Bruce Wallace, Jeff Miller, Johnny Sanchez, Jill Ray, Nicole Atkinson and Mickey Stratton pursuant to 25 O.S. 307 (B) (I).
20. Remarks and inquiries of the governing body members.
21. Consider new business of an emergency nature that had not been contemplated at the time of the agenda preparation, with action as necessary.
22. Adjournment.

Posted at the Calumet Town Hall on December 4, 2017, at 12:00 pm.

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Jill Ray, Clerk