

BOARD OF TRUSTEES

August 1, 2017

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

Members Absent: Terry Brungardt arrived at 6:33 pm.

Staff Present: Brian Huckabee, Police Chief; Jill Ray, Clerk; Margaret Stratton, Treasurer; Nicole Atkinson, Deputy Clerk; Robert Baysinger, Police Lieutenant; Bruce Wallace, City Public Works Superintendent; Joe Weaver, Town Attorney; and Mike Taylor, Cowan Engineering.

Others Present: Charles Daughety, Mike Crowley, Anita Gibbens, Travis Ewton, David Hoffman, Dustin Leck, Bo Garrett and Alicia Nitzel.

- 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, July 31, 2017, at 12:00 pm.**
- 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.**

Mike Taylor with Cowan Engineering introduced himself to council members, explained the grant and loan process for the Sewer rehabilitation project.

Anita Gibbens: Don Clements is trespassing on her property.

- 3. Consider approval or amendment of minutes of the Regular Meeting held July 5, 2017, with action as necessary. Trustee Rowell made a motion to approve the minutes of the Regular Meeting held July 5, 2017 with the amendment of Mark Stanke present by Video Conference. Seconded by Trustee Muskett. Roll call vote: Trustee Muskett, aye; Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.**
- 4. Consider approval of claims, checks, and warrants for the month of July 2017. Trustee Muskett made a motion to approve the claims, checks, and warrants for the month of July 2017 with the exception of claim number 23920 in the amount of \$87.99 for Swadleys to be paid by CPWA. Seconded by Trustee Stanke. Roll call vote: Trustee Muskett, aye; Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.**
- 5. Consider and discuss report submitted by the Fire Department Secretary, with action as necessary. No report, have not had meeting. No action.**

6. Consider and discuss report submitted by the Police Chief, with action as necessary. Chief Huckabee reviewed written report provided to Council. Unit 2 will be delivered soon waiting on ordered parts, will keep us updated. Unit 1 will be needing new tires, will bring an estimate of cost to next meeting. No action.
7. Consider and discuss report submitted by the Public Works Superintendent, with action as necessary. PW#2 is at Auto FX and has been all week waiting for parts on order. Advised the council on the mower warranties. No action.
8. Consider and discuss disposal agreement with David Hoffman, dba DHP-S Inc. in regard to sewage lagoon dumping, with action as necessary. After discussion Trustee Snow made a motion to table until a contract agreement with pricing and regulations on the lagoon dumping is drawn up. Seconded by Trustee Stanke. Roll call vote: Trustee Muskett, aye; Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.
9. Consider, Discuss and Confirm the dilapidated status of Lots 6 and 7, Block 5, Todd's First Addition to the Town of Calumet, also known as 113 N. Calumet Rd, Calumet, Oklahoma, to be declared as Dilapidated, with action as necessary. Trustee Stanke made a motion to confirm dilapidated status at Lots 6 and 7, Block 5, Todd's First Addition to the Town of Calumet, also known as 113 N. Calumet Rd, Calumet, Oklahoma, to the 06/05/2015 minutes. Seconded by Trustee Brungardt. Roll call vote: Trustee Muskett, aye; Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, nay. Mayor Rowell declared the motion carried.
10. Consider entering into executive session for the purpose of the following:
 - A. Discussion concerning employment, hiring, appointment, promotion, discipline or resignation of any salaried public office or employee pursuant to 25 O.S. 307
 - B. Consider and discuss the additional title of IT Manager with a pay increase to Robert Baysinger.

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

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

12. Consider taking action on the following:

- A. Discussion concerning employment, hiring, appointment, promotion, discipline or resignation of any salaried public office or employee.

Trustee Snow made a motion to table this indefinitely. Seconded by Muskett. Roll call vote: Trustee Muskett, aye; Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.

13. Consider and discuss amount paid toward insurance premiums for employees, tabled from July, with action as necessary. Trustee Muskett made a motion to table until after audit review. Seconded by Trustee Snow. Roll call vote: Trustee Muskett, aye; Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.

14. Consider and discuss flowerbed in front of the Town Hall, tabled from July, with action as necessary. Trustee Snow made a motion to table indefinitely. Seconded by Trustee Muskett. Roll call vote: Trustee Muskett, aye; Trustee Brungardt, aye; Trustee Rowell, nay; Trustee Stanke, nay; Trustee Snow, aye. Mayor Rowell declared the motion carried.

15. Consider and discuss Flood Plain Permit fee, with action as necessary. Trustee Stanke made the motion to table this indefinitely. Seconded by Trustee Snow. Roll call vote: Trustee Muskett, nay; Trustee Brungardt, aye; Trustee Rowell, nay; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.

16. Consider and discuss letter from Cheniere showing the pipeline going through part of the town of Calumet, with action as necessary. After discussion, Trustee Stanke made a motion for the Town Attorney Joe Weaver to send a letter discussing why we do not want this pipeline in our city limits due to cemetery growth. Seconded by Trustee Snow. Roll call vote: Trustee Muskett, aye; Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.

17. Consider and discuss approval of Bruce Wallace attending grant writing training in Oklahoma City on September 21st from 1:00 pm to 4:00 pm cost is \$100.00, with action as necessary. Trustee Muskett made a motion to approve Bruce to attend the grant writing training in Oklahoma City on September 21st from 1:00 pm to 4:00 pm at the cost of \$100.00. Seconded by Trustee Stanke. Roll call vote: Trustee Muskett, aye; Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.

18. Consider and discuss write off policy for utility accounts, with action as necessary. After discussion Trustee Stanke made a motion to table for additional information. Seconded by Trustee Muskett. Roll call vote: Trustee Muskett, aye; Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, nay. Mayor Rowell declared the motion carried.

19. Remarks and inquiries of the governing body members. Trustee Muskett advised that the Calumet 5K run will be on September 30th, 2017, Christmas Pageant will be held on December 17th, 2017. Trustee Rowell asked the members to look over the informational packet from Steve and Kaci Snow, and also requested the attorney cost from Trustee Snow, Trustee Snow advised he would have to get back with the cost. Trustee Rowell stated she would sign the papers after knowing the cost. No Action.
20. Consider new business of an emergency nature that had not been contemplated at the time of the agenda preparation, with action as necessary.

Trustee Rowell stated that she had two additional agenda items that came in after it was posted.

A. Consider and discuss approval of Treasurer's Bond for August 2, 2017 to August 2, 2018, with action as necessary. Trustee Snow made a motion to approve the Treasurer's Bond for August 2, 2017 to August 2, 2018. Seconded by Trustee Stanke. Roll call vote: Trustee Muskett, aye; Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.

B. Consider and discuss Oklahoma water resources board(OWRB) funding grant for the planning and design on the sewer rehab. There is a \$100,000.00 principal forgiveness grant with no payback, or \$540,000.00 loan with \$100,000.00 forgiveness and we payback \$440,000.00. with action as necessary. Trustee Muskett made a motion to fill out the paperwork for the \$100,000.00 principal forgiveness loan for the sewer rehabilitation. Seconded by Trustee Stanke. Roll call vote: Trustee Muskett, aye; Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.

Adjournment. Trustee Stanke made a motion for adjournment. Seconded by Trustee Snow. Roll call vote: Trustee Muskett, aye; Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.

Lacey Rowell, Mayor

ATTEST:

Jill Ray, Clerk