

BOARD OF TRUSTEES

September 5, 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, Jeff Miller; CPWA employee, Robert Baysinger; Police Lieutenant, Brian Huckabee, Chief of Police.

Others Present: Kaci Snow, Alicia Nitzel, Charles Daughety, Travis Jacobs, Jerry Meyer, Jack Stewart; County Commissioner.

- 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 Tuesday September 4, 2018.**
- 2. Consider and discuss resignation of Mahgan Muskett from the Board of Trustees, with action as necessary. Trustee Snow made a motion to accept Mahgan Muskett's resignation from 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.**
- 3. Consider and discuss appointment of eligible resident of the Town of Calumet to fill the vacancy on the Board of Trustees created by the removal of Mahgan Muskett from the Board, with action as necessary. Trustee Stanke made a motion to table this agenda item and have interested parties put their interest in writing and attend the next meeting. Seconded by Trustee Brungardt. Roll call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.**
- 4. 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. Jack Steward stated that the Town of Calumet was awarded the 2018 Reap grant in the amount of \$100,000.00 for street projects to apply 1 ½ in. overlay of asphalt on 4 and maybe 5 areas in the town. No Action.**
- 5. Consider approval or amendment of minutes of the Regular Meeting held August 2nd, 2018 with action as necessary. Trustee Snow made a motion to approve the minutes for the Regular meeting held August 2nd, 2018. 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.**

6. Consider approval or amendment of minutes of the Special Meeting held August 2nd, 2018 with action as necessary. Trustee Snow made a motion to approve the minutes for the Special Meeting held August 2nd, 2018. 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.
7. Consider approval of claims, checks, and warrants for the month of August 2018. Trustee Stanke made a motion to approve claims, checks, and warrants for the month of August 2018. Seconded by Trustee Brungardt. Roll call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried. Agenda Item #7 was revisited, and Trustee Snow made a motion to add claim #23937 in the amount of \$239.37 to the claims to be paid. 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.
8. Consider and discuss report submitted by the Fire Chief, with action as necessary. Alicia Nitzel gave a report of 12 runs for August- 5-ems, 3-fires, 4 vehicle accidents. Just a reminder of the Fire Department 2nd annual Trap shoot that will take place September 29th from noon to 5:00pm. No Action.
9. Consider and discuss report submitted by the Police Chief, with action as necessary. Chief Huckabee gave a report on the calls run, information on the car vandalism and the Reserves in the academy, also advised Robert and himself will be gone September 25,26 & 27th for training in El Reno. No action.
10. Consider and discuss report submitted by the Public Works Superintendent, with action as necessary. A written report was submitted by Jeff Miller with the activity for the water department, no action.
11. Consider and discuss report submitted by the Planning Commission Administrator, with action as necessary. Wayne did not attend, Kaci advised that there was not a meeting in August and they will give a report at the October meeting. No action.
12. Consider and discuss approving Heather Fletcher to be on the parks committee, with action as necessary. Trustee Stanke made a motion to approve Heather Fletcher to be on the parks committee. Seconded by Trustee Snow. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.
13. Consider and discuss reimbursement to Trustee Snow for himself, Kaci Snow-Chamber of Commerce, Alicia Nitzel-Fire Department to attend an OML Workshop "Winning with Grants", with action as necessary. Trustee Rowell advised that there is a correction on the agenda item, Kaci Snow will be attending the workshop for the Planning Commission. Trustee Stanke made a motion to approve a reimbursement to Steve Snow in the Amount of \$255.00. Seconded by Trustee Brungardt. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, abstain. Mayor Rowell declared the motion carried.

14. Consider and discuss the police car take home policy, with action as necessary. No Action.
15. Consider and discuss if the Town would like to give the reserve officers keys to the front door, the police door or just the code to the west door, with action as necessary. Trustee Snow made a motion for the reserve officers use a code to the west door. 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.
16. Consider and discuss giving the reserve officers alarm codes, with action as necessary. Trustee Stanke made a motion to give the reserve officers an alarm code. Seconded by Trustee Brungardt. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.
17. Consider and discuss what should happen with the Chase credit card with Bruce Wallace's name on it, with action as necessary. Trustee Snow made a motion to cancel the Chase credit card with Bruce Wallace's name on it. Seconded by Trustee Brungardt. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.
18. Consider and discuss having GPS placed on all Town owned vehicles, with action as necessary. No Action.
19. Consider and discuss the bids received for the repairs on the Town Hall roof, with action as necessary. After further discussion, Trustee Stanke made a motion to give the roofing job to J & S Solutions in the amount of \$12,749.06 plus supplemental \$4.83 LF on the fascia, plus any damage. Seconded by Trustee Snow. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.
20. Consider and discuss the changes made to the audit information sent from Dillon & Associates, with action as necessary. No Action.
21. Consider and discuss rescheduling the OMAG training for the trustee's, with action as necessary. Trustee Snow made a motion to table until a 5th board member is appointed. Seconded by Trustee Brungardt. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.
22. Consider and discuss signing the 2017-2018 audit paperwork to be filed at the County Courthouse, with action as necessary. Trustee Snow made a motion to approve and accept and sign the 2017-2018 audit paperwork to be filed at the County Courthouse. 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.

23. Remarks and inquiries of the governing body members. Trustee Snow stated that he would like to revisit agenda item #7. Trustee Snow, Brungardt and Stanke told Joshua Moore with J & S Solutions that they liked the Heatherwood color of shingles. 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. Mayor Rowell declared the motion carried.

Lacey Rowell, Mayor

ATTEST:

Jill Ray, Clerk