

BOARD OF TRUSTEES

November 7, 2018

Members Present: Terry Brungardt, Lacey Rowell, Forrest Higdon and Steve Snow.

Members Absent: Mark Stanke

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

Others Present: Kaci Snow, Charles Daughety

- 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 November 6, 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. No Action.**
- 3. Consider approval or amendment of minutes of the Regular Meeting held October 2nd, 2018 with action as necessary. Trustee Snow made a motion to approve the minutes for October 2, 2018 meeting. Seconded by Trustee Brungardt. Roll call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried.**
- 4. Consider approval of claims, checks, and warrants for the month of October 2018, with action as necessary. Trustee Snow made a motion to approve the minutes for October 2nd, 2018. Seconded by Trustee Brungardt. Roll call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried.**
- 5. Consider approval or amendment of minutes for the Special Meeting held October 29th, 2018, with action as necessary. Trustee Snow made a motion to approve the minutes from the Special Meeting held October 29th, 2018. Seconded by Trustee Brungardt. Roll call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried.**
- 6. Consider approval of claims, checks, and warrants for the month of October 2018, with action as necessary. Trustee Brungardt made the motion to approve the claims, checks and warrants for the month of October 2018. Seconded by Trustee Higdon. Roll call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Snow, nay; Trustee Higdon, aye. Mayor Rowell declared the motion carried.**

7. Consider and discuss report submitted by the Fire Chief, with action as necessary. No Action.
8. Consider and discuss annual stipend for the Volunteer Firefighters, with action as necessary. Trustee Snow made a motion to approve the 2018 annual stipend for the Volunteer Firefighters. Seconded by Trustee Higdon. Roll call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried.
9. 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 will be going to the shop on Friday for the front-end problems at Schwartz in El Reno. No action.
10. Consider and discuss report submitted by the Public Works Superintendent, with action as necessary. The daily reports were turned in. It was discussed to look into changing to the smart meters, clerk Ray will look into getting a meeting set up for more information. no action.
11. Consider and discuss report submitted by the Planning Commission Administrator, with action as necessary. Wayne did attend. No action.
12. Consider and discuss the petition foreclosure filed against Donald Clements, with action as necessary. Attorney Weaver stated that Donald's current residence was located, and he should be served soon. No Action.
13. Consider and discuss information received after applying for a visa credit card, that will be in the Town of Calumet name and not an individual, with action as necessary. Clerk Ray advised that the Town would have to spend \$100,000.00 a month before a card could be in the Town's name only and not connected to an individual social security number. After further discussion it was determined to stay with the card we already have. No Action
14. Consider and discuss renewing contract with IT Guys, with action as necessary. Trustee Brungardt made a motion to approve the renewing the annual contract with IT Guys. Seconded by Trustee Snow. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried
15. Consider and discuss tabled from October meeting the new marijuana laws and adding regulations to our town ordinances, with action as necessary. No additional information has been received. No Action.
16. Consider and discuss tabled from September, from Highway 270 & NW 122nd Street to extend our town limits to include 1 ½ miles west and ½ mile south of NW 122nd street to be annexed, with action as necessary. Clerk Ray will send an email to Attorney Weaver with the answers to the questions requested by Oneok. No Action.

17. Consider and discuss tabled from October meeting the roofing bids received for the property on Calumet Road, with action as necessary. No repairs at this time. Possible Demolition. No Action.
18. Consider and discuss the bids received for repaving the street return at W. 4th St. and S. Flynn avenue, with action as necessary. Trustee Brungardt made a motion to approve the bid from Alejandro Jacquez in the amount of \$13,000.00. Seconded by Trustee Snow. Roll call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried.
19. Consider and discuss awarding a Christmas Bonus to Town employees, with action as necessary. Trustee Brungardt made a motion to approve the \$400.00 employee Christmas bonus. Seconded by Trustee Higdon. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried.
20. Consider and discuss giving December 26th and 31st off for employees, with action as necessary. Trustee Brungardt made a motion to approve the employees to have off on December 26th with pay. Seconded by Trustee Higdon. Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Snow, nay; Trustee Higdon, aye. Mayor Rowell declared the motion carried.
21. Consider and discuss placing 120 foot of 24-inch plastic tinhorn extension at main & Mckinley southside of school playground, with action as necessary. After further discussion this will not be placed. No Action.
22. Consider approval of 2019 Calendar Year of Regular Meetings for the Board of Trustees and the Calumet Public Works Authority, with action as necessary. After discussion of the Calendar year meetings the dates were set and will be approved in the December meeting. No Action
23. Consider and discuss hiring a supervisor for the Calumet Public Works division, with action as necessary. Trustee Brungardt made a motion to put an ad in the El Reno Tribune advertising to hire a supervisor for the Calumet Public Works Authority. Seconded by Trustee Higdon. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried.
24. Remarks and inquiries of the governing body members. Trustee Brungardt talked to the Council about the ambulance service in El Reno changing since they are considering the closing of Mercy Hospital. Trustee Snow advised that Town of Calumet will be responsible for cleaning up the yards after the road construction is complete. No Action.

- 25. 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.
- 26. Adjournment. Trustee Brungardt made a motion to adjourn. Seconded by Trustee Snow. Roll call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried.

Lacey Rowell, Mayor

ATTEST:

Jill Ray, Clerk