

BOARD OF TRUSTEES

December 4, 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, Robert Baysinger, Police Lieutenant.

Others Present: Alicia Nitzel, Jessica Surrell.

- 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 December 3, 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. None. No Action.**
- 3. Consider approval or amendment of minutes of the Regular Meeting held November 7, 2018 with action as necessary. Trustee Snow made a motion to approve the Minutes for the November 7, 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 November 2018, with action as necessary. Trustee Snow made a motion to approve the claims, checks, and warrants for the month of November 2018 after pulling claim #35470. 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 and discuss report submitted by the Fire Chief, with action as necessary. Alicia Nitzel gave the report of activity for the month. No Action.**
- 6. Consider and discuss report submitted by the Police Chief, with action as necessary. Lieutenant Baysinger gave the report for the month of November. The reserves will graduate December 21, 2018, Lieutenant Baysinger and Chief Huckabee will be attending.**
- 7. Consider and discuss report submitted by the Public Works Superintendent, with action as necessary. The daily reports were turned in. Lacey Rowell gave a monthly report for the CPWA department. No Action.**

8. Consider and discuss report submitted by the Planning Commission Administrator, with action as necessary. No Committee member present. No action.
9. Consider and discuss accepting fidelity insurance as a payroll deduction for an insurance option, with action as necessary. After a presentation from Jessica Surrell with Colonial Life, Trustee Brungardt made a motion to approve the option for the employees to enroll in Colonial Life insurance with no expense to the Town of Calumet, at the employees' expense that can be payroll deducted. 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
10. Consider and discuss tabled from November, update on annexation 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. Trustee Snow made a motion to approve the mayor's signature on the letter for annexation. Seconded by Trustee Higdon. Roll Call vote: Trustee Brungardt, aye; Trustee Rowell, nay; Trustee Snow, aye; Trustee Higdon, aye. Mayor Rowell declared the motion carried
11. Consider approval of 2019 Calendar Year of Regular Meetings for the Board of Trustees and the Calumet Public Works Authority, with action as necessary. Trustee Snow made a motion to approve the 2019 Calendar Year of Regular Meetings for the Board of Trustees and the Calumet Public Works Authority. 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
12. Consider and discuss hiring a supervisor for the Calumet Public Works division, with action as necessary. After looking over the applications received for the position, Trustee Brungardt made a motion to have an interview set up with the applicant Kent Wilhelmson. 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
13. Remarks and inquiries of the governing body members. No Action.
14. 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.
15. Adjournment. Trustee Snow made a motion to adjourn. 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.

Lacey Rowell, Mayor

ATTEST:

Jill Ray, Clerk