

Board of Trustees

August 2, 2016

Members Present: John Morris, Barbara Johnson, Steve Snow

Members Absent: Mark Stanke, Lacey Rowell

Staff Present: Bruce Wallace, Public Works Superintendent; Brian Huckabee, Police Chief; Robert Baysinger, Police Officer; Jeff Miller, Public Works Operator; Kelly Hobbs, Clerk; Mickey Stratton, Treasurer; Joe Weaver, Town Attorney; and Jeff Cowan, Town Engineer.

Others Present: Mr. and Mrs. Jim Stengle, Zack Nitzel, Kaci Snow, Charles Daughety, Tyler Wyatt, and Ian Pribanic

- 1. Meeting called to order and roll call. John Morris, Mayor, called the Regular Meeting of the Board of Trustees to order. Kelly Hobbs, Clerk, called roll and declared a quorum. Agenda was posted at the Calumet Town Hall on Friday, July 29, 2016 at 4:30 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. Kaci Snow reported that the Chamber of Commerce would be doing the Fall Fun Run again this year and would like the same assistance from the Calumet Police Department that they received last year; Chief Huckabee agreed. The Fun Run is scheduled for Saturday, October 1, 2016.**
- 3. Consider approval or amendment of minutes for the Regular Meeting held July 12, 2016, with action necessary. After discussion on Item 27, Trustee Snow made a motion to approve the minutes as written for the Regular Meeting held July 12, 2016. Seconded by Trustee Johnson. Vote was Aye: Trustees Johnson, Morris, and Snow. Nay: None. Mayor Morris declared the motion carried.**
- 4. Consider approval of claims, checks, and warrants for the month of July, 2016. Trustee Snow asked to review invoices from Cowan Engineering and Lowe’s. After discussion, Trustee Snow made a motion to approve the claims, checks, and warrants for the month of July, 2016. Seconded by Trustee Johnson. Vote was Aye: Trustees Johnson, Morris, and Snow. Nay: None. Mayor Morris declared the motion carried.**
- 5. Consider and discuss information given by Jim Stengle, OG&E Community Affairs Manager, concerning power outages, brown outs, and power surges, with action as necessary. Jim Stengle reported he is aware of problem with power surges and outages in the Town of Calumet and they are working to isolate the issue, but need help from the community to isolate it more quickly. He stated that OG&E is working with customers in the area in the oil and gas industry to ensure that their practices are not causing issues.**

He asked that anyone that has an outage or surge, please call the helpline at 405-272-9595. No action.

6. Consider and discuss report submitted by the Fire Chief, with action as necessary. Zack Nitzel provided report for Fire Department, Chief Brungardt recovering from surgery. The Fire Department received an application for a volunteer firefighter that they would like to add. He stated the previous applicant did not get an Oklahoma driver license or resubmit application. He discussed equipment the Fire Department would like to purchase; this equipment will securely store keys to property to prevent damaging property to enter. The Fire Department purchases one piece of equipment and then users would purchase their equipment to participate. A quote for the equipment from Knox was provided. After discussion, the Trustees agreed they would like to see more people in the community willing to use the product before purchasing. Trustee Johnson made a motion to accept the application for Volunteer Firefighter from Ty Gulickson. Seconded by Trustee Snow. Vote was Aye: Trustees Johnson, Morris, and Snow. Nay: None. Mayor Morris declared the motion carried.
7. Consider and discuss report submitted by the Police Chief, with action necessary. Chief Huckabee provided summary of work and purchases, patrol log, and fuel report for the month of July. He reported that he would be attending jury trial starting September 12, 2016 for an unknown amount of time. Other items to be discussed have agenda items.
8. Consider and discuss 800 Mhz mobile and handheld radios for the Calumet Police Department, with action as necessary. Chief Huckabee stated 800 Mhz radios would be needed to continue to have calls dispatched through Canadian County. He provided a quote from Total Radio, Inc. and stated after purchase it would be 30-60 days before radios would be operational. After discussion, Trustee Snow made a motion to table until the absent Trustees were present and additional quotes were provided. Seconded by Trustee Johnson. Vote was Aye: Trustees Johnson, Morris, and Snow. Nay: None. Mayor Morris declared the motion carried.
9. Consider and discuss report submitted by the Public Works Supt., with action as necessary. Bruce Wallace Public Works Supt. provided report on work for the month of July 2016. He also stated the meters at the School need to be raised. He recommended that the work be completed by the Town and a bill sent to the school. No action.
10. Consider and discuss report submitted by the Chairman of the Planning Commission, with action as necessary. Chairman Snow reported that the Planning Commission will be using current map hanging in the Town Hall as the current Zoning Map of the Town of Calumet with the addition of the zoning change in Ordinance 2016-1. He also stated the Planning Commission would move forward in rezoning some areas and notifying landowners that are not currently in compliance. He also requested that the Council give a more precise definition of Contractor to be taken to the Planning Commission to discuss requiring Contractor's to be licensed or get a permit. Charles Daughety commented on his land being rezoned.

- 11. Discussion of ongoing engineering projects by Cowan Group Engineering, with action as necessary. Jeff Cowan discussed status of projects, waiting for contractor to come back to finish CDBG Drainage and still retaining 10% until work is complete. He stated he would get information on the sewer easements to Town Attorney Joe Weaver sometime this week, and reminded the Board again that ground water leases expire in January. Town Attorney Joe Weaver stated he was working on a few changes in the contracts and would be in contact with Clerk Hobbs to gather any needed information. No action.**
- 12. Consider and discuss Interlocal Agreement with the City of Geary for animal control services, with action as necessary. Tyler Wyatt, animal control officer for Geary explained agreement and that he avoids euthanizing if at all possible. He stated the charges for holding animals would be \$25 impound fee and \$10 a day; euthanization fee is \$35. Citizens of Calumet will pay these fees to Geary if their animal is picked up. The Town of Calumet will pay these fees if the animal is not picked up. Mr. Wyatt also stated the Calumet Police Chief can commission him to write tickets related to animal control. Trustee Snow made a motion to approve the Interlocal Agreement with the City of Geary for animal control services with fees for holding animals \$25 impound and \$10 a day; euthanization fee is \$35. Seconded by Trustee Johnson. Vote was Aye: Trustees Johnson, Morris, and Snow. Nay: None. Mayor Morris declared the motion carried.**
- 13. Consider and discuss Ordinance 2016-2 amending 5-115 D of the Calumet Code to increase from \$3,000.00 to \$12,000.00 the cost of ordinary repairs of buildings or structures that may be made without obtaining a building permit, with action as necessary. Trustee Snow made a motion to approve Ordinance 2016-2 amending 5-115 D of the Calumet Code to increase from \$3,000.00 to \$12,000.00 the cost of ordinary repairs of buildings or structures that may be made without obtaining a building permit. Seconded by Trustee Johnson. Vote was Aye: Trustees Johnson, Morris, and Snow. Nay: None. Mayor Morris declared the motion carried.**
- 14. Consider entering into executive session for the purpose of the following:**
 - A. Confidential communications between the Calumet Board of Trustees and its attorney concerning pending investigation, claim, or action upon advice of its attorney that disclosure will seriously impair the ability of the Town of Calumet to process the claim or conduct a pending investigation, litigation or proceeding in the public interest pursuant to 25 O.S. Section 307(B)(4)**
 - B. Discussion concerning employment hiring, appointment, promotion, discipline or resignation of Margaret Stratton, Brian Huckabee, Johnny Sanchez, Bruce Wallace, Jeff Miller, and Kelly Hobbs pursuant to 25 O.S. 307 (B) (I).**

Trustee Johnson made a motion to enter into executive session. Seconded by Trustee Snow. Vote was Aye: Trustees Johnson, Morris, and Snow. Nay: None. Mayor Morris declared the motion carried.

15. Consider reconvening into open session. Trustee Johnson made a motion to reconvene into open session. Seconded by Trustee Snow. Vote was Aye: Trustees Johnson, Morris, and Snow. Nay: None. Mayor Morris declared the motion carried.

16. Consider taking action on the following:

A. Pending investigation, claim, or action discussed in executive session. Trustee Snow made a motion to take action on pending investigation, claim, or action as discussed in executive session. Seconded by Trustee Johnson. Vote was Aye: Trustees Johnson, Morris, and Snow. Nay: None. Mayor Morris declared the motion carried.

B. Discussion concerning employment hiring, appointment, promotion, discipline or resignation of Mickey Stratton, Brian Huckabee, Johnny Sanchez, Bruce Wallace, Jeff Miller, and Kelly Hobbs. Trustee Snow made a motion to table discussion concerning employment hiring, appointment, promotion, discipline or resignation of Mickey Stratton, Brian Huckabee, Johnny Sanchez, Bruce Wallace, Jeff Miller, and Kelly Hobbs until absent Trustees are present. Seconded by Trustee Johnson. Vote was Aye: Trustees Johnson, Morris, and Snow. Nay: None. Mayor Morris declared the motion carried.

17. Remarks and inquiries of the governing body members. None.

18. Consider new business of an emergency nature that had not been contemplated at the time of the agenda preparation, with action as necessary. None.

19. Adjournment. Trustee Johnson made a motion to adjourn the meeting. Seconded by Trustee Snow. Vote was Aye: Trustees Johnson, Morris, and Snow. Nay: None. Mayor Morris declared the motion carried and the meeting was adjourned.

John Morris, Mayor

ATTEST:

Kelly Hobbs, Clerk