

## **BOARD OF TRUSTEES**

**September 5, 2017**

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

**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.**

**Others Present: Charles Daughety, Mike Crowley, David Hoffman, Tiffany Blackowl, Nate Ellis-Public Finance Law Group, Jack Stewart-Canadian 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 Friday September 1, 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.**
- 3. Consider approval or amendment of minutes of the Regular Meeting held August 1, 2017, with action as necessary. Trustee Snow made a motion to approve the minutes of the Regular Meeting held August 1, 2017. 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.**
- 4. Consider approval or amendment of minutes for the Special Meeting held August 7, 2017, with action as necessary. Trustee Stanke made a motion to approve the minutes of the Special Meeting held August 7, 2017, Seconded by Trustee Stanke. Roll call vote: Trustee Muskett, abstain; Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.**
- 5. Consider approval of claims, checks, and warrants for the month of August 2017, with action as necessary. Trustee Muskett made a motion to approve the claims, checks, and warrants for the month of August 2017. 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.**
- 6. Consider and discuss report submitted by the Fire Department Secretary, with action as necessary. No report. Fire Chief Brungardt stated that the Fire Department was working on 4 different grants at this time and the Fire Department went on 10 runs in the month of August. No action.**

7. Consider and discuss report submitted by the Police Chief, with action as necessary. Chief Huckabee stated that he would like to surplus the old unit #2, unit #2 will be taken to Joe Cooper Ford for a carbon monoxide test, a estimate on unit 1 tires from S & J Tires with a state contract price is \$696.00 and the Kids Club is ready to go and the first movie night will be Friday September 8, 2017 at 5:30. No action.
8. Consider and discuss report submitted by the Public Works Superintendent, with action as necessary. PW#3 is at Auto Fx for the installation of lightbar and accessories, Batwing brush hog is in need of a new drive shaft assembly for batwing side, needing a set of tires on PW #2 soon. No action
9. Consider and discuss disposal agreement with David Hoffman, dba DHP-S Inc. in regard to sewage lagoon dumping, tabled from August with action as necessary. Trustee Snow made a motion to propose a Disposal Waste Policy that prior to dumping in the lagoon the Town of Calumet will require a yearly DEQ permit on file and each month a waste water permit has to be filled out returned to the Town Hall with the monthly payment, the cost for the sewage lagoon dumping is .10 cents per gallon. 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.
10. Consider and discuss adoption of Resolution No. 2017-02; a resolution for the Assignment of 9-1-1 Fees to 9-1-1 ACOG, with action as necessary. Trustee Muskett made a motion to approve the Resolution No. 2017-02; a resolution for the Assignment of 9-1-1 Fees to 9-1-1 ACOG. 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 and discuss adoption of Resolution No. 2017-05; a resolution for APPROVING ACTION TAKEN BY THE CALUMET PUBLIC WORKS AUTHORITY (THE "AUTHORITY") AUTHORIZING ISSUANCE, SALE AND DELIVERY OF ITS CLEAN WATER SRF PROMISSORY NOTE TO THE OKLAHOMA WATER RESOURCES BOARD; RATIFYING AND CONFIRMING A LEASE, AS AMENDED, PERTAINING TO THE WATER, SANITARY SEWER, AND GARBAGE SYSTEMS; APPROVING AND AUTHORIZING A SALES TAX AGREEMENT; AND CONTAINING OTHER PROVISIONS RELATED THERETO. With action as necessary. This item will be discussed later in the meeting. No action.
12. 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

Trustee Snow made a motion to enter into executive session. 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.

- 13. Consider reconvening into open session. Trustee Stanke made a motion to reconvene into open session. 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.**
- 14. Consider taking action on the following:**

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

**No Action.**
- 15. Consider and discuss amount paid toward insurance premiums for employees, tabled from August, with action as necessary. Trustee Muskett made a motion to raise the amount that is paid toward employee's insurance premiums by \$75.00 from \$250.00 to \$325.00. Seconded by Trustee Stanke. Roll call vote: Trustee Muskett, aye; Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, nay. Mayor Rowell declared the motion carried.**
- 16. Consider and discuss write off policy for utility accounts, with action as necessary. After discussion, Trustee Muskett made a motion to approve the Collection/write off policy for Utility Accounts that Nicole had prepared. 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.**
- 17. Consider and discuss approval for Jill Ray to attend a training seminar at the Oklahoma Municipal Clerks Annual Conference, October 18-20,2017 in Stillwater free of charge, With action as necessary. Motion made by Trustee Stanke to approve attendance to training. 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.**
- 18. Remarks and inquiries of the governing body members. Trustee Muskett inquired about the basketball court being placed at the park. Trustee Brungardt spoke with the Police Department about the semi-trailers that are parked on the main highway blocking the view of the drivers at stop signs, and also why they are parking in the wrong direction. No action.**
- 19. 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 spoken to Jack Stewart and was advised that the county had applied for a \$100,000 grant for road repairs in our area, but the cost of the job will be \$106,000. And was asking if the Town of Calumet would consider paying half of the \$6000.00 overage for the road repairs- it will repair a ½ mile east on 122<sup>nd</sup>. Trustee Stanke made a motion to approve the expense of \$3000.00 be paid by the Town of Calumet for the overage of cost on the road repairs. Seconded by Trustee Muskett. Roll call vote: Trustee Muskett, aye; Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, abstain. Mayor**

Rowell declared the motion carried. Trustee Stanke made a motion to surplus the old unit #2 Calumet Police car. 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.

20. Trustee Stanke made a motion to recess this meeting and go to the Calumet Public Works Authority meeting. 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.
21. Trustee Stanke made a motion to reconvene to the Regular Meeting of the Board of Trustees to discuss agenda item # 11. Seconded by Trustee Snow. Trustee Stanke made a motion to adopt Resolution No. 2017-05; a resolution for ACTION TAKEN BY THE CALUMET PUBLIC WORKS AUTHORITY (THE "AUTHORITY") AUTHORIZING ISSUANCE, SALE AND DELIVERY OF ITS CLEAN WATER SRF PROMISSORY NOTE TO THE OKLAHOMA WATER RESOURCES BOARD; RATIFYING AND CONFIRMING A LEASE, AS AMENDED, PERTAINING TO THE WATER, SANITARY SEWER, AND GARBAGE SYSTEMS; APPROVING AND AUTHORIZING A SALES TAX AGREEMENT; AND CONTAINING OTHER PROVISIONS RELATED THERETO. 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.
22. Adjournment. Trustee Stanke made a motion to adjourn. Seconded by Trustee Rowell. Roll call vote: Trustee Muskett, aye; Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye. Mayor Rowell declared the motion carried.

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Lacey Rowell, Mayor

ATTEST:

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Jill Ray, Clerk