

CALUMET PUBLIC WORKS AUTHORITY

May 3, 2018

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

**Members Absent:** None.

**Staff Present:** Jill Ray, Secretary; Bruce Wallace, public works supervisor; Mickey Stratton, Treasurer.

**Others Present:** Kaci Snow; Charles Daughety, Monica Mapiva, Troy Miller, Dee Schwab and Rick Davis.

1. Meeting called to order and roll call. Chairman Rowell called the meeting of the Calumet Public Works Authority to order. Secretary Ray called roll and declared a quorum. Agenda was posted at the Calumet Town Hall on Wednesday May 2, 2018.
2. Consider approval of minutes of Regular Meeting held April 5, 2018. Trustee Snow made a motion to approve the minutes of the regular meeting held April 5, 2018, Seconded by Trustee Muskett. Roll call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Muskett, aye; Trustee Snow, aye. Chairman Rowell declared the motion carried.
3. Consider approval of claims, checks, and warrants for the month of April 2018. Trustee Snow made a motion to approve claims, checks, and warrants for the month of April 2018. Seconded by Trustee Stanke. Roll call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye and Trustee Muskett, aye. Chairman Rowell declared the motion carried.
4. Consider and discuss report from the Trustee of the Oklahoma Environmental Management Authority, with action as necessary. No Report. No Action.
5. Consider and discuss tabled from March meeting proposed water line extension to Steve Snow property, with action as necessary. Bruce Wallace advised that he has signed the DEQ Permit for Fox Engineer and mailed it off, the permit required a check to be enclosed but was sent without a check. No Action.
6. Consider and discuss the option of replacing the John Deere zero turn mower, with action as necessary. Trustee Stanke made a motion to table until the June meeting, the trustees made the decision to do a trial use on all 3 of the proposed mowers prior to purchase agreement. No Action.
7. Consider and discuss the purchase of a Jetter machine and a Sewer camera, with action as necessary. After discussion it was determined to have the Jetter brought out for demonstration and inspection prior to agreement to purchase, the sewer camera is a \$10,750.00 purchase that OMAG has a grant/rebate program that will reimburse \$5000.00, making the cost \$5750.00 after rebate. Bruce advised that it is a package deal if we don't purchase the Jetter machine there is no use in purchasing the sewer camera. No Action.
8. Consider and discuss the acknowledgment of Receipt of DEQ Permit Number: SL000009180322, Sewer Line Replacement Project; Facility Number: S-20531, after which it should be made a matter of permanent record, with action as necessary. No Action.

- 9. Consider and discuss changing the winter/summer hours in the employee handbook for CPWA, to 8-hour work days with overtime as necessary, with action as necessary. Trustee Muskett made a motion to change the wording to: Water Department: 8-hour work day with scheduling to be set according to supervisor's discretion, with overtime as necessary. (with a 1-hour unpaid lunch.) Seconded by Trustee Stanke. Roll call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, nay and Trustee Muskett, aye. Chairman Rowell declared the motion carried.**
  
- 10. Consider and discuss tabled from April meeting the legality for charging for the meter placement on Steve Snow's property, with action as necessary. Joe Weaver explained the legality of the charging for the meter placement. Steve and Kaci Snow will place the line and the Town of Calumet will place the taps and meters, and Steve and Kaci Snow will be charged the meter placement fees. No Action.**
  
- 11. Consider and discuss repairs to PW3 tabled from April meeting so Bruce could look at the warranty and purchase date, with action as necessary. Bruce stated that the vehicle was not under warranty, the truck has been taken to Schwartz Oil for repairs. Trustee Stanke made a motion to approve the cost of the repairs at Schwartz Oil for the repairs. Seconded by Trustee Muskett. Roll call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, nay and Trustee Muskett, aye. Chairman Rowell declared the motion carried.**
  
- 12. Remarks and inquiries of the governing body members. Trustee Snow asked that the CPWA employees start handing in log for vehicles. No Action.**
  
- 13. 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.**
  
- 14. Adjournment. Trustee Stanke made a motion to adjourn. Seconded by Trustee Snow. Roll call vote: Trustee Brungardt, aye; Trustee Rowell, aye; Trustee Stanke, aye; Trustee Snow, aye and Trustee Muskett, aye. Chairman Rowell declared the motion carried.**

**Posted at the Calumet Town Hall on Wednesday May 2, 2018 at 12:00 pm.**

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**Lacey Rowell, Chairman**

**ATTEST:** \_\_\_\_\_

**Jill Ray, Secretary**