

## **BOARD OF TRUSTEES**

**August 6, 2019**

**Members Present: Terry Brungardt, Mark Stanke, Bruce Wallace, and Steve Snow.**

**Members Absent: Lacey Rowell**

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

**Others Present: Charles Daughety; Kaci Snow; Jack Stewart; Barbara O'Neal; Calvin Taylor; Tony White; Michael Taylor; David Chism.**

- 1. Meeting called to order and roll call. Mayor Wallace 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 August 5, 2019.**
- 2. Public Comments – Barbara O'Neal spoke to the board about the trash charge at the church and was questioning if it was correct and if it could be lowered. Kaci Snow spoke to the board about the fun run will be on September 28<sup>th</sup>, 2019 the festival will start at 6:00 pm and the run starts at 8:00, proceeds from the fun run will go the park committee. Kaci also stated that there is a REAP grant available in the amount of \$5500.00 and the deadline is 10/31/2019.**
- 3. Consider approval or amendment of minutes of the Regular Meeting held June 4, 2019 with action as necessary. Trustee Snow made a motion to approve the June 4, 2019 meeting minutes. Seconded by Trustee Stanke. Roll Call vote: Trustee Stanke, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried.**
- 4. Consider approval or amendment of minutes of the Regular Meeting held July 8, 2019 with action as necessary. Trustee Snow made a motion to approve the July 8, 2019 meeting minutes. Seconded by Trustee Brungardt. Roll Call vote: Trustee Stanke, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried.**
- 5. Consider approval of claims, checks, and warrants for the month of July 2019, with action as necessary. Trustee Snow made a motion to approve the claims, checks and warrants for the month of July 2019. Seconded by Trustee Stanke. Roll Call vote: Trustee Stanke, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried.**
- 6. Consider and discuss report submitted by the Fire Department secretary, with action as necessary. Chief Brungardt advised the Flex Plate in the big brush truck was messing up, and the transfer case in the main truck engine has quit. Terry made calls to have the main engine truck to be repaired. Geary fire department was lending a big truck to**

Calumet fire until the rig was fixed. Trustee Wallace advised to keep the board advised on the updates. No Action.

7. Consider and discuss report submitted by the Police Chief, with action as necessary. Chief Huckabee gave the report on the calls for the month, unit 2 needed tires and Brian would look into finding a new tire shop that handles the state contract because the El Reno tire shop was now closed. No Action.
8. Consider and discuss report submitted by the Public Works Superintendent, with action as necessary. Stephen Havener did not attend, no report. No Action.
9. Consider and discuss report submitted by the Planning Commission Administrator, with action as necessary. Kaci advised that there will be a meeting on August 19, 2019. No action.
10. Consider and discuss report submitted by the parks committee, with action as necessary. Park Committee was not present. No Action.
11. Consider and discuss with Tony White his final utility billing for June and July 2019, also utility rate questions, with action as necessary. Trustee Wallace discussed the billing with Tony and also the matter that the previous refund check was burned up in his truck fire. Treasurer Stratton agreed to reissue the refund check in the amount of \$41.04, Trustee Wallace stated that he would also be refunded \$5.52 for the late fee that was incorrectly added to his bill.
12. Consider and discuss the approval of the 2018-2019 audit report, with action as necessary. Trustee Stanke made a motion approve the 2018-2019 audit report. Seconded by Trustee Brungardt. Roll call vote: Trustee Stanke, aye; Trustee Snow, aye; Trustee Brungardt, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried.
13. Consider and discuss with Treasurer Margaret Stratton making investments for the town, with action as necessary. Trustee Snow made a motion for Treasurer Stratton to look into investments for the town money. Seconded by Trustee Stanke. Roll call vote: Trustee Snow, aye; Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Stanke, aye. Mayor Wallace declared the motion carried.
14. Consider and discuss tabled from the July meeting the approval of the yearly school lease on the baseball & softball fields, with action as necessary. Trustee Snow made a motion to ratify the 2018-2019 lease for the 2019-2020-year lease. Seconded by Trustee Stanke. Roll Call vote: Trustee Stanke, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Wallace. Mayor Wallace declared the motion carried.
15. Consider and discuss the bond amount needed for the Treasurer and the Deputy Clerk, with action as necessary. Trustee Snow made a motion to table indefinitely. Seconded by Trustee Stanke. Roll Call vote: Trustee Stanke, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried.

16. Consider and discuss the flyer and contract made for the auction of the town owned property, with action as necessary. Trustee Snow made a motion to approve the flyer and contract for the auction of the town owned property. Seconded by Trustee Brungardt. Roll call vote: Trustee Stanke, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried.
17. Consider and discuss tabled from the July meeting the height regulations for C-A/R zoned property and what action needs to be taken to enforce the regulations, with action as necessary. Trustee Stanke made a motion to table until the September meeting. Seconded by Trustee Brungardt. Roll Call vote: Trustee Stanke, aye; Trustee Snow, abstain; Trustee Wallace, aye; Trustee Brungardt, aye. Mayor Wallace declared the motion carried.
18. Consider and discuss putting a sign at the cemetery stating when cleanup of objects and flowers that are in the way of mowing will be removed for mowing purposes, with action as necessary. Calvin Taylor gave information that he had acquired from different cemeteries regarding the rules and regulations on flowers and additional objects around the plots, with the pricing. Trustee Stanke made a motion to approve Next Level to purchase and place 2 signs at the entrances and necessary post and concrete for the signs. Seconded by Trustee Brungardt. Roll call vote: Trustee Stanke, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried.
19. Consider and discuss the Town of Calumet providing the funds to rebuild the park with park equipment and splash pad, with action as necessary. Trustee Stanke made a motion to table until the September meeting. Seconded by Brungardt. Roll Call vote: Trustee Stanke, aye; Trustee Snow, nay; Trustee Wallace, aye; Trustee Brungardt, aye. Mayor Wallace declared the motion carried.
20. 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 officer or employee pursuant to 25 O.S. 307 B (1)  
in reference to the following: evaluation of employee salaries with consideration of an increase.
    - a) Nicole Atkinson
    - b) Stephen Havener
    - c) Jill Ray
    - d) Johnny Sanchez
    - e) Brian Huckabee
    - f) Drayton Morgan
    - g) Margaret Stratton.
  - B. Confidential communications between the Board of Trustees and its attorney concerning Steve Snow and Kaci Snow v. Town of Calumet, Oklahoma; Case No. CV-2018-337, District Court of Canadian County, Oklahoma, as the Board of

Trustees, with the advice of its attorney, has determined that disclosure will seriously impair the ability of the Board to process the litigation in the public interest, pursuant to Title 25, O.S. section 307 B(4).

Trustee Stanke made a motion to enter into executive session. Seconded by Trustee Brungardt. Roll Call vote: Trustee Stanke, aye; Trustee Snow, aye; Trustee Wallace, aye; Trustee Brungardt, aye. Mayor Wallace declared the motion carried.

21. Consider reconvening into open session. Trustee Stanke made a motion to reconvene into open session. Seconded by Trustee Brungardt. Trustee Snow was in session A and did not attend session B. Roll Call vote: Trustee Stanke, aye; Trustee Snow, aye; Trustee Wallace, aye; Trustee Brungardt, aye. Mayor Wallace declared the motion carried.

22. Consider taking action on the following:

A. Discussion concerning employment, hiring, appointment, promotion, discipline or resignation of any salaried public officer or employee pursuant to 25 O.S. 307 B (1) in reference to the following: evaluation of employee salaries with consideration of an increase.

- a) Nicole Atkinson
- b) Stephen Havener
- c) Jill Ray
- d) Johnny Sanchez
- e) Brian Huckabee
- f) Drayton Morgan
- g) Margaret Stratton.

B. Confidential communications between the Board of Trustees and its attorney concerning Steve Snow and Kaci Snow v. Town of Calumet, Oklahoma; Case No. CV-2018-337, District Court of Canadian County, Oklahoma, as the Board of Trustees, with the advice of its attorney, has determined that disclosure will seriously impair the ability of the Board to process the litigation in the public interest, pursuant to Title 25, O.S. section 307 B(4).

Trustee Snow made a motion on item A. for:

- a) Nicole Atkinson – no action
- b) Stephen Havener – no action
- c) Jill Ray – no action
- d) Johnny Sanchez – .68 raise to \$17.00 per hour eff august pay period
- e) Brian Huckabee – no action
- f) Drayton Morgan – no action
- g) Margaret Stratton – no action

Seconded by Trustee Stanke. Roll call vote: Trustee Stanke, aye; Trustee Wallace, aye; Trustee Brungardt, aye; Trustee Snow, aye. Mayor Wallace declared the motion carried.

b. No Action.

23. Remarks and inquiries of the governing body members. No action.

24. 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.

25. Adjournment. Trustee Stanke made a motion to adjourn. Seconded by Trustee Brungardt. Roll Call vote: Trustee Stanke, aye; Trustee Snow, aye; Trustee Wallace, aye; Trustee Brungardt, aye. Mayor Wallace declared the motion carried.

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**Bruce Wallace, Mayor**

**ATTEST:**

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**Jill Ray, Clerk**