

BOARD OF TRUSTEES

November 4, 2021

Members Present: Daniel Tatro, Terry Brungardt, Bruce Wallace, Ken Schmidt.

Members Absent: Kelly Stewart.

Staff Present: Jill Ray – Town Clerk; Robert Baysinger – Chief of Police; Margaret Stratton – Treasurer; Joseph Thornton – CPWA supervisor; Jimmy Smith – Fire department Secretary.

Others present: Chase Evans, Gavin Beavers, Kristin Richards; Attorney.

- 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 Wednesday November 3, 2021 @ 12:00 p.m.**
- 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.**
- 3. Consider approval or amendment of minutes for the Regular Meeting held October 5, 2021, with action as necessary. Trustee Tatro made a motion to approve the minutes for the Regular meeting held October 5, 2021. Seconded by Trustee Schmidt. Roll call vote: Trustee Wallace, aye; Trustee Brungardt, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.**
- 4. Consider approval of claims, checks, and warrants for the month of October 2021, with action as necessary. Trustee Tatro made a motion to approve claims, checks, and warrants for the month of October 2021 with the Arvest account amount of \$61.16 to be looked into for the late fee and paid if valid. Seconded by Trustee Brungardt. Roll Call Vote: Trustee Wallace, aye; Trustee Brungardt, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.**
- 5. Consider and discuss report submitted by the Fire Department secretary, with action as necessary. Secretary Jimmy Smith talked about the runs for the month, Trustee Wallace asked about the maintenance records on the trucks and if any maintenance needed to be discussed and approved by the board. No Action.**
- 6. Consider and discuss report submitted by the Police Chief, with action as necessary. Police Chief Baysinger gave a report of the calls for the month. No Action**
- 7. Consider and discuss report submitted by the Public Works Superintendent, with action as necessary. Joseph Thornton gave updates on work being done in his department. No Action.**
- 8. Consider and discuss the addition of members on the Parks Committee, with action as necessary. No members attended meeting.**

9. Consideration of approval, rejection, amendment and/or postponement of the contract change for Next Level Lawn and landscape, with action as necessary. It was discussed that Next Level lawn will be submitting a transfer of contract to Leave it to beaver lawn care for the remainder of the current contract. No Action.
10. Consideration of Adoption, Rejection, Amendment, and/or Postponement of Resolution 2021-02, granting the mayor authority to sign all documents for the ARPA funds, with action as necessary. Trustee Brungardt made a motion to grant the mayor authority to sign all documents for the ARPA funds. Seconded by Trustee Schmidt. Roll call vote: Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.
11. Consideration of approval, rejection, amendment and/or postponement of entering into executive session for the purpose of the following:

Discussion concerning employment, hiring, appointment, promotion, discipline or resignation of any salaried public officer or employee pursuant to 25 O.S. 307 B (1)

- A. Margaret Stratton
- B. Jill Ray
- C. Consideration of approval, rejection, amendment and/or postponement of the employment and hiring of a part-time IT employee for the Town of Calumet, including making an offer of employment and hiring an individual for the position of a part-time IT employee for the Town of Calumet and taking action as necessary for that purpose.
- D. Consideration of approval, rejection, amendment and/or postponement of the employment and hiring of a Police Officer for the Town of Calumet, including making an offer of employment and hiring an individual for the position of Police Officer for the Town of Calumet, and taking action as necessary for that purpose.
- E. Consideration of approval, rejection, amendment and/or postponement of the employment and hiring of Police Reserves for the Town of Calumet, including making an offer of employment and hiring an individual for the position of Police Reserves for the Town of Calumet, and taking action as necessary for that purpose.
- F. Discussion concerning the purchase or appraisal of the following described real property pursuant to 25 O, S. Section 307 B (3): The tract of land in the Town of Calumet, Oklahoma, lying north of Jiffy Trip and south of 107 S. Calumet Road.
- G. Consideration of approval, rejection, amendment and/or postponement of the employment and hiring of an Emergency Management Director for the Town of Calumet, Including making an offer of employment and hiring and individual for the position of

Emergency Management Director for the Town of Calumet and taking action as necessary for that purpose.

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

12. Consideration of approval, rejection, amendment and/or postponement of reconvening into open session. Trustee Tatro made a motion to reconvene into open session. Seconded by Trustee Schmidt. Roll call vote: Trustee Wallace, aye; Trustee Brungardt, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.

13. Consideration of approval, rejection, amendment and/or postponement of taking action on the following:

Discussion concerning employment, hiring, appointment, promotion, discipline or resignation of any salaried public officer or employee pursuant to 25 O.S. 307 B (1)

A. Margaret Stratton

B. Jill Ray

C. Consideration of approval, rejection, amendment and/or postponement of the employment and hiring of a part-time IT employee for the Town of Calumet, including making an offer of employment and hiring an individual for the position of a part-time IT employee for the Town of Calumet and taking action as necessary for that purpose.

D. Consideration of approval, rejection, amendment and/or postponement of the employment and hiring of a Police Officer for the Town of Calumet, including making an offer of employment and hiring an individual for the position of Police Officer for the Town of Calumet, and taking action as necessary for that purpose.

E. Consideration of approval, rejection, amendment and/or postponement of the employment and hiring of Police Reserves for the Town of Calumet, including making an offer of employment and hiring an individual for the position of Police Reserves for the Town of Calumet, and taking action as necessary for that purpose.

F. Discussion concerning the purchase or appraisal of the following described real property pursuant to 25 O.S. Section 307 B (3): The tract

of land in the Town of Calumet, Oklahoma, lying north of Jiffy Trip and south of 107 S. Calumet Road.

- G. Consideration of approval, rejection, amendment and/or postponement of the employment and hiring of an Emergency Management Director for the Town of Calumet, including making an offer of employment and hiring and individual for the position of Emergency Management Director for the Town of Calumet and taking action as necessary for that purpose.

A No Action.

- b. Trustee Brungardt made a motion to hire Nick Miller as a part-time IT person for \$50.00 per hour effective immediately without benefits. Seconded by Trustee Schmidt. Roll call vote: Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.
- c. Trustee Tatro made a motion to hire Jerry Goodwin as a part-time police officer at \$20.00 per hour with a 90-day probationary period and no benefits. Seconded by Trustee Schmidt. Roll call vote: Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.
- d. Trustee Tatro made a motion to hire Aubrey Massey and Laura Gonzalez as reserve police officer for the Calumet police department pending background checks. Seconded by Trustee Schmidt. Roll call vote: Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.
- e. Trustee Tatro made a motion to have Mayor Wallace to move as discussed in executive session. Seconded by Trustee Brungardt. Roll call vote: Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.
- f. No Action.
- g. No Action.

14. Consideration of approval, rejection, amendment and/or postponement of the items from the Calumet admin office to be placed in surplus to be destroyed, with action as necessary. Trustee Tatro made a motion to have all surplus computers destroyed without wiping the drives and destroying the remainder of the surplus. Seconded by Trustee Brungardt. Roll call vote: Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.

15. Consideration of approval, rejection, amendment and/or postponement of the approval of Scott Siler with Six M's Septic to use the lagoons as a dump site for his septic business, with action as necessary.

Trustee Tatro made a motion to postpone the agenda item. Seconded by Trustee Brungardt. Roll call vote: Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro. Mayor Wallace declared the motion carried.

16. Consideration of approval, rejection, amendment and/or postponement of installation/replacement of cellular dialer equipment for alarm system, with repair replacement of keypad in the police department, with action as necessary. No Action.
17. Consideration of approval, rejection, amendment and/or postponement of the approval for the 2022 meeting dates calendar, with action as necessary. Trustee Tatro made a motion to approve the 2022 meeting dates calendar. Seconded by Trustee Brungardt. Roll call vote: Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro. Mayor Wallace declared the motion carried.
18. Consideration of approval, rejection, amendment and/or postponement of the Christmas bonus for employees, with action as necessary. Trustee Brungardt made a motion to give the existing employees a \$800.00 Christmas bonus to be paid with the next pay period. Seconded by Trustee Tatro. Roll call vote: Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro. Mayor Wallace declared the motion carried.
19. Consideration of approval, rejection, amendment and/or postponement of the stipend report for the fire department, with action as necessary. Trustee Tatro made a motion to accept the stipend report as written and is to be paid by Paycom on the next pay run. Seconded by Trustee Schmidt. Roll call vote: Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro. Mayor Wallace declared the motion carried.
20. Remarks and inquiries of the governing body members. Trustee Brungardt asked about his access to the cameras on the security system. No Action.
21. 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.
22. Adjournment. Trustee Brungardt made a motion to adjourn. Seconded by Trustee Tatro. Roll Call vote: Trustee Brungardt, aye, Trustee Schmidt, aye; Trustee Tatro, aye; Trustee Wallace, aye. Mayor Wallace declared the motion carried.

Bruce Wallace, Mayor

ATTEST:

Jill Ray, Clerk