

BOARD OF TRUSTEES

June 5, 2018

Members Present: Terry Brungardt, Mark Stanke and Steve Snow

Members Absent: Mahgan Muskett and Lacey Rowell

Staff Present: Jill Ray, Clerk; Robert Baysinger, Police Lieutenant; Mickey Stratton, Treasurer; Bruce Wallace, Water dept. supervisor; Jack Stewart, Canadian County Commissioner; Joe Weaver, Town Attorney.

Others Present: Charles Daughety and Drayton Morgan

- 1. Meeting called to order and roll call. Vice Mayor Stanke 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 June 4, 2018 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. None**
- 3. Consider approval or amendment of minutes for the Special Meeting held May 8, 2018, with action as necessary. Trustee Snow made a motion to approve the minutes of the Special Meeting held May 8, 2018. Seconded by Trustee Brungardt. Roll call vote: Trustee Brungardt, aye; Trustee Stanke, aye; Trustee Snow, aye. Vice-Mayor Stanke declared the motion carried.**
- 4. Consider approval or amendment of minutes for the Regular Meeting held May 3, 2018, with action as necessary. Trustee Brungardt made a motion to approve the Minutes for the Regular Meeting held May 3, 2018. Seconded by Trustee Snow. Roll call vote: Trustee Brungardt, aye; Trustee Stanke, aye; Trustee Snow, aye. Vice-Mayor Stanke declared the motion carried.**
- 5. Consider approval of claims, checks, and warrants for the month of May 2018, with action as necessary. Trustee Brungardt made a motion to approve the Claims, checks and warrants with the exception of Claim #6518 for the property insurance, this claim need to be modified prior to being paid. Seconded by Trustee Stanke. Roll call vote: Trustee Brungardt, aye; Trustee Stanke, aye; Trustee Snow, nay. Vice-Mayor Stanke declared the motion carried.**
- 6. Consider and discuss report submitted by the Fire Department Secretary, with action as necessary. Chief Brungardt stated that there were 3 EMS calls, 10 Fires and 4 Vehicle accidents. No Action**

7. Consider and discuss report submitted by the Police Chief, with action as necessary. Police Lieutenant Baysinger advised the police department had been making contact with the trucks in town to advise of the city ordinances for the town, Bruce Wallace and Drayton Morgan will be attending the Reserve Academy every Tuesday, Thursday and every other Saturday from August 28th to December 18th, we will also be getting the extra patrol car ready for them use during the reserve academy. No Action.
8. Consider and discuss report submitted by the Public Works Superintendent, with action as necessary. Bruce advised that 56 Okie locates, 1 water meter installed and 2 water leaks. Bruce discussed that the electrician has completed the work necessary for the rebuild of Well #2 and Well #4, we attended a training on 05/18/18, all DEQ mandated training has been completed of all of us to renew licenses, I will attend "Intermediate Assets Management on 06/13/18, Jetter machine was sold, PW3 was taken to Jeremy Schwartz for repair of HVAC, OG&E set poles and installed lights at basketball court, completed town wide clean up and decorated cemetery for memorial weekend. No Action.
9. Consider and discuss report submitted by the Planning Commission Administrator, with action as necessary. No one from the Planning Commission was in attendance. No Action.
10. Consider and discuss replacing the tinhorn at 3rd and Calumet Road, with action as necessary. Drayton Morgan was in attendance and advised that the tinhorn at 3rd and Calumet Road is clogged and caving in and needs to be replaced, Trustee Stanke advised that Bruce Wallace will assess the problem and advise the board of what needs to be done. No Action.
11. Consider and discuss the approval for purchase of a 61-inch led strobe light for the Fire Department, with action as necessary. Trustee Snow made a motion to approve the strobe light in the amount of \$2035.00 for BP #1. Seconded by Trustee Stanke. Roll call vote: Trustee Brungardt, aye; Trustee Stanke, aye; Trustee Snow, aye. Vice-Mayor declared the motion carried.
12. Consider and discuss the approval of the employee conduct code to be added to the employee handbook, with action as necessary. Trustee Snow made a motion to approve the employee conduct code to be added to the employee handbook. Seconded by Trustee Brungardt. Roll call vote: Trustee Brungardt, aye; Trustee Stanke, aye; Trustee Snow, aye. Vice-Mayor declared the motion carried.
13. Consider and discuss the new application for licenses on the new strong beer and wine laws that go into effect 10-01-2018, with action as necessary. Trustee Brungardt made a motion to approve the licenses for the new strong beer and wine laws and the fees as provided to us on the application for licenses. Seconded by Trustee Snow. Roll call vote: Trustee Brungardt, aye; Trustee Stanke, nay; Trustee Snow, aye. Vice-Mayor declared the motion carried.

14. Consider and discuss adoption of Resolution No. 2018-05; a resolution for the Assignment of 9-1-1 Fees to 9-1-1 ACOG, with action as necessary. Trustee Snow made a motion to adopt the Resolution No. 2018-05, a resolution for the Assignment of 9-1-1 Fees to 9-1-1 ACOG. Seconded by Trustee Brungardt. Roll call vote: Trustee Brungardt, aye; Trustee Stanke, aye; Trustee Snow, aye. Vice-Mayor declared the motion carried.
15. Consider and discuss the annual rate adjustment of 1.9% with OEMA, with action as necessary. Trustee Snow made a motion to Increase the trash services fee for the Town of Calumet by 1.9 % effective 07/01/2018, a letter to be sent to all trash customers advising of the increase. Seconded by Trustee Brungardt. Roll call vote: Trustee Brungardt, aye; Trustee Stanke, aye; Trustee Snow, aye. Vice-Mayor declared the motion carried.
16. Consider and discuss the agreement between Kenneth Dominic and the Town of Calumet, With action as necessary. Trustee Brungardt made a motion to approve the agreement with the addition of the CLE payments shall not exceed the total sum of \$300.00 per year. Seconded by Trustee Stanke. Roll call vote: Trustee Brungardt, aye; Trustee Stanke, aye; Trustee Snow, nay. Vice-Mayor declared the motion carried.
17. Consider and discuss Signing the documents to join the Oklahoma Municipal Retirement Fund, with action as necessary. Trustee Brungardt made a motion to Approve the Authorization of signing of the documents to join the Oklahoma Municipal Retirement Fund by the Mayor and Town Clerk. Seconded by trustee Stanke. Roll call vote: Trustee Brungardt, aye; Trustee Stanke, aye; Trustee Snow, nay. Vice-Mayor declared the motion carried.
18. Consider and discuss the property at 109 & 113 N Calumet Road, liens have been filed, we now need to file a civil matter to foreclose on the liens, with action as necessary. Trustee Snow made a motion to have Attorney Weaver to Foreclose on the Liens for properties at 109 N Calumet Road and 113 N Calumet Road. Seconded by Trustee Brungardt. Roll call vote: Trustee Brungardt, aye; Trustee Stanke, aye; Trustee Snow, aye. Vice-Mayor declared the motion carried.
19. Consider and discuss adoption of Ordinance No. 2018-01 adopting an employee retirement system, defined contribution plan for the chief of police, with action as necessary. Trustee Brungardt made a motion to adopt Ordinance No. 2018-01 adopting an employee retirement system, defined contribution plan for the Chief of Police. Seconded by Trustee Stanke. Roll call vote: Trustee Brungardt, aye; Trustee Stanke, aye; Trustee Snow, nay. Vice-Mayor declared the motion carried.
20. Consider and discuss adoption of Resolution No. 2018-04, a resolution of the Town of Calumet adopting by reference the trust indenture titled "Oklahoma Municipal Retirement Fund" and authorizing the Mayor and Clerk to execute the agreement, with action as necessary. Trustee Brungardt made a motion to adopt Resolution No 2018-04, a resolution of the Town of Calumet adopting by reference the trust indenture titled "Oklahoma

Municipal Retirement Fund” and authorizing the Mayor and Clerk to execute the agreement. Seconded by Trustee Stanke. Roll call vote: Trustee Brungardt, aye; Trustee Stanke, aye; Trustee Snow, nay. Vice-Mayor declared the motion carried.

21. Remarks and inquiries of the governing body members. Trustee Snow advised that he will be working with the church at a church camp during the 07/17/2018 OMAG training that was scheduled and will not be able to attend.
22. Consider new business of an emergency nature that had not been contemplated at the time of the agenda preparation, with action as necessary. Clerk Ray advised that Margaret Stratton Town Treasurer needs the Boards approval to have access to the online banking with Allnations Bank. Trustee Brungardt made a motion to give Margaret Stratton approval for access to online banking for all Town of Calumet bank accounts with Allnations bank. Seconded by Trustee Snow. Roll call vote: Trustee Brungardt, aye; Trustee Stanke, aye; Trustee Snow, aye. Vice-Mayor declared the motion carried. Clerk Ray also advised that the town is still receiving bills from Carter Chevrolet for the oil change on PW#3 that was denied payment in meeting of 04/05/2018. Board advised Bruce to contact Carter Chevrolet and see if the bill can be written off for their errors during services rendered.
23. Adjournment. Trustee Brungardt made a motion to Adjourn. Seconded by Trustee Snow. Roll call vote: Trustee Brungardt, aye; Trustee Stanke, aye; Trustee Snow, aye. Vice-Mayor declared the motion carried.

Mark Stanke, Vice-Mayor

ATTEST:

Jill Ray, Clerk