

**NOTICE OF REGULAR MEETING
OF THE
BOARD OF TRUSTEES**

In compliance with Title 25, Oklahoma Statutes, Section 301-314, the Oklahoma Open Meeting Act be advised that the Board of Trustees, governing body of the Town of Calumet, Oklahoma, shall conduct its REGULAR MEETING on February 2, 2016. Said REGULAR MEETING shall be held at 6:30 p.m., at the Calumet Town Hall, 118 W. Second Street. If you require special accommodations, please notify the Town Office at 893-2323.

AGENDA:

Note: The Board may discuss, vote to approve, vote to disapprove, vote to table, amend or decide not to discuss any item on the agenda.

- 1. Meeting called to order and roll call.**
- 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 for the Regular Meeting held January 5, 2016, with action necessary.**
- 4. Consider approval of claims, checks, and warrants for the month of January, 2016.**
- 5. Consider and discuss report submitted by the Fire Chief, with action as necessary.**
- 6. Consider and discuss report submitted by the Police Chief, with action necessary.**
- 7. Consider and discuss report submitted by the Public Works Supt., with action as necessary.**
- 8. Discussion of ongoing engineering projects by Cowan Group Engineering, with action as necessary.**
- 9. 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 (B) (I).**
- 10. Consider entering back into open session.**
- 11. Consider taking action on matters discussed in executive session.**
- 12. Consider and discuss Daniel Tatro for Building Inspector for the Town of Calumet, with action necessary..**
- 13. Consider and discuss storage for Town Christmas Decorations, with action necessary.**
- 14. Consider and discuss updates to the Employee’s Handbook, with action necessary.**

- 15. Consider and discuss using Insight Screening Service, LLC for the Town of Calumet Drug and Alcohol Screening, with action necessary.**
- 16. Consider and discuss OML Training for Planning Commission Members Saturday February 20, 2016, with action necessary.**
- 17. Remarks and inquiries of the governing body members.**
- 18. Consider new business of an emergency nature that had not been contemplated at the time of the agenda preparation, with action as necessary.**
- 19. Adjournment.**

Posted at the Calumet Town Hall on January 29, 2016, at 8:30 am.

Arnelda Hall, Clerk