

BOARD OF TRUSTEES

April 8, 2024

Members Present: Jeremy Estep, Terry Brungardt, Daniel Tatro, Ken Schmidt

Members Absent: Michael Snyder

Staff Present: Nicole Lawless – Town Clerk; Margaret Stratton – Treasurer, Rob Baysinger – Police Chief, Aubrey Massey – Police Officer, Adam Tarver – Water Operator

Others Present: Chavis Daughety, Mike Estep, Charles Daughety, Steve Snow, Travis Jacobs

- 1. Meeting called to order and roll call. Mayor Tatro called the Regular Meeting of the Board of Trustees to order. Clerk Lawless called roll and declared a quorum. Agenda was posted at the Calumet Town Hall on Friday, April 5, 2024 @ 4:30pm.**
- 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. Steve Snow asked for an update on a possible tax exemption for the water line materials he needs to purchase to install the water line extension South of town and voiced his concerns about not being able to get ahold of the Director of Operations. Charles Daughety wanted to know where the 3rd Fire Wagon was and why it had been gone for so long, wanted to discuss access to the 2 community trash containers in town and was concerned as to why the Fire Chief was not made aware of Agenda item 12(a) prior to the agenda being posted, when it concerns the Fire Department.**
- 3. Consideration of approval, rejection, amendment and/or postponement of the minutes for the regular meeting held March 7, 2024, with action as necessary. Trustee Brungardt made a motion to approve the minutes of the regular meeting held March 7, 2024, Seconded by Trustee Schmidt; Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Tatro Aye; Mayor Tatro declared the motion carried 4-0.**
- 4. Consideration of approval, rejection, amendment and/or postponement of claims, checks, and warrants for the month of March 2024, with action as necessary. Trustee Schmidt made a motion to approve the claim, checks, and warrants for the Month of March 2024, Seconded by Trustee Brungardt. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Tatro Aye; Mayor Tatro declared the motion carried 4-0.**
- 5. Consideration of approval, rejection, amendment and/or postponement of report submitted by the Fire Department Secretary, with action as necessary. Fire Chief Brungardt gave his report for the month of March. There were 6 Runs total (2 Fire, 4 Accident/EMS). No Action**

- 6. Consideration of approval, rejection, amendment and/or postponement of report submitted by the Police Chief, with action as necessary. Police Chief Baysinger gave his report for the month of March. There were 49 calls, 29 Traffic, 17 Citations, 4 Medical Calls, 3 Case Files, 5 Animal Calls, 2 Arrests and 4 Agency Assists. Officer Miller started Cleet training, the 2 new Durango's have been equipped and outfitted and they will begin equipping them for ambulatory services this month and officers will take final certification tests so they can begin taking medical calls. He is looking at an app service to assist Police and Fire with response times and communication and he is working on a 911 address system within town limits to help with emergency services locating addresses. No Action.**
- 7. Consideration of approval, rejection, amendment and/or postponement of report submitted by the Director of Operations/Director of Public Works, with action as necessary. Director of Operations was unavailable, and a report was not submitted. No Action.**
- 8. Consideration of approval, rejection, amendment and/or postponement and possible action on Parkhill Engineering's Recommendation for Award of Construction Contract on the Calumet 2023 CDBG Water System Improvement, 22531.22.20 Project, with action as necessary. Trustee Schmidt made a motion to Award the Construction Contract Bid, for the Calumet 2023 CDBG Water System Improvement 22531.22.20 Project, to Marsau Enterprises, Inc. in the amount of \$947,510.55, Seconded by Trustee Brungardt. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Tatro Aye; Mayor Tatro declared the motion carried 4-0.**
- 9. Consideration of approval, rejection, amendment and/or postponement of the approval of the Audit Engagement Letter from Dillon & Associates, P.C., with action as necessary. Trustee Schmidt made a motion to approve the Audit Engagement Letter from Dillon & Associates, P.C., Seconded by Trustee Brungardt. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Tatro Aye; Mayor Tatro declared the motion carried 4-0.**
- 10. Consideration of approval, rejection, amendment and/or postponement of Proposal for Increased Compensation for the Calumet Municipal Appointed Judge with possibility of new appointment, with action as necessary. Trustee Tatro made a motion to Table to item, Seconded by Trustee Schmidt. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Tatro Aye; Mayor Tatro declared the motion carried 4-0.**
- 11. Consideration of approval, rejection amendment and/or postponement of the Purchase of necessary tools and equipment, with action as necessary. Trustee Tatro made a motion to Table the item, Seconded by Trustee Schmidt. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Tatro Aye; Mayor Tatro declared the motion carried 4-0.**

12. Consideration of approval, rejection, amendment and/or postponement of entering into executive session for the purpose of the following:

- a. Confidential communications between a public body and its attorney concerning a pending investigation, claim, or action, against the Calumet Fire Department, if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest; pursuant to 25 O.S. 307 (B)(4).**
- b. Discussion concerning employment, hiring, appointment, promotion, discipline or resignation of any salaried officer or employee pursuant to 25 O.S. 307 B(1). In reference to the following:**
 - 1. Releasing Tracy Davis from her 90-Day Probationary Period, to be effective 4/22/2024.**

Trustee Brungardt Made a motion to enter into executive session, Seconded by Trustee Schmidt. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Tatro Aye; Mayor Tatro declared the motion carried 4-0.

Acknowledgement of exiting executive session and re-entering regular session of meeting.

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

- a. Confidential communications between the public body and its attorney concerning a pending investigation, claim, or action, against the Calumet Fire Department, if the public body, with advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest; pursuant to 25 O.S. 307 (B)(4).**

No Action

- b. Discussion concerning employment, hiring, appointment, promotion, discipline or resignation of any salaried officer or employee pursuant to 25 O.S. 307 (B)(1). In reference to the following:**

1. Releasing Tracy Davis from her 90-Day Probationary Period, effective 4/22/2024.

Trustee Brungardt made a motion to release Tracy Davis from her 90-Day Probationary period, effective 4/22/2024, Seconded by Trustee Schmidt. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Tatro Aye; Mayor Tatro declared the motion carried 4-0.

14. Remarks and inquiries of the governing body members. None.

15. Consider new business of an emergency nature that had not been contemplated at the time of the agenda preparation, with action as necessary. None.

Meeting Adjourned.



Daniel Tatro, Mayor



Attest: Nicole Lawless, Town Clerk