

BOARD OF TRUSTEES

August 5, 2021

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

Members Absent: None.

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

Others present: Joe Weaver; Town Attorney - Mark Stanke, Kaci Snow, Steve Snow, Tucker Snow, Michael Taylor; Cowen Engineering, Jace Chambless, Justin Long; Gametime Playgrounds, Matt Zacha, Stacie Evans.

- 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 August 4, 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. Kaci Snow address the weeds in roadways, Matt Zacha made an introduction and gave information about his new business in town. No Action.**
- 3. Consider approval or amendment of minutes for the Regular Meeting held July 8, 2021, with action as necessary. Trustee Tatro made a motion to approve the minutes for the Regular meeting held July 8, 2021, with the correction on agenda item #25 changing the wording from advised to made a motion. Seconded by Trustee Schmidt. Roll call vote: Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye; Trustee Stewart, aye. Mayor Wallace declared the motion carried.**
- 4. Consider approval of claims, checks, and warrants for the month of July 2021, with action as necessary. Trustee Schmidt made a motion to approve claims, checks, and warrants for the month of July 2021. Seconded by Trustee Brungardt. Roll Call Vote: Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Stewart, 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 gave a report of the calls and stated that the July meeting Chief of Police Robert Baysinger spoke with the firemen about the EMT class and who wanted to attend. 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, and updates for the police department, he advised of a training in Watonga on Thursday August 19th. 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 approval of Resolution 2021-02, re: 2022 9-1-1 telephone service fee rate resolution with ACOG, with action as necessary. Trustee Tatro made a motion to approve Resolution 2021-02. Seconded by Trustee Stewart. Roll call vote: Trustee Stewart, aye; Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.
9. Consider and discuss approval of Ordinance 2021-01 re: Cooperative purchasing agreements, with action as necessary. Trustee Schmidt made to approve Ordinance 2021-01 with changes made in Section B-1 and do not use the emergency clause. Seconded by Trustee Tatro. Roll call vote: Trustee Stewart, aye; Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.
10. Consider, discuss, and approve purchasing new park equipment, we will have a presentation with questions answered by Justin Long (Cunningham Recreation), with action as necessary. Trustee Tatro made a motion to table until next meeting. Seconded by Trustee Brungardt. Roll call vote: Trustee Stewart, aye; Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.
11. Consider and discuss updates on building tear down and removal, with action as necessary. Steve Snow gave an update of the progress on the tear down of the building at 107 S. Calumet Road. No Action.
12. Consider, discuss, and approve fine schedule for ATV/UTV and golf carts, with action as necessary. Trustee Schmidt made a motion to approve a fine schedule for ATV/UTV as follows Driving without a driver's license - \$75.00, Driving without insurance - \$75.00, Driving after dark - \$75.00. Seconded by Trustee Tatro. Roll call vote: Trustee Stewart, aye; Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.
13. Consider, discuss, and appoint the Emergency Management team members, with action as necessary. Trustee Tatro made a motion to appoint Robert Baysinger as the Town of Calumet Assistant Director of Emergency Management. Seconded by Trustee Brungardt. Roll call vote: Trustee Stewart, aye; Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.
14. Consider and discuss the Emergency Management team to also serve as the Calumet Mitigation plan team, with action as necessary. Trustee Tatro made a motion to table until next month. Seconded by Trustee Brungardt. Roll call vote: Trustee Stewart, aye; Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.
15. Consider, discuss, and approve resolution 2021-01 to adopt the Canadian County Hazard Mitigation Plan as the Town of Calumet Mitigation Plan, with action as necessary. Trustee Tatro made a motion to approve resolution 2021-01 to adopt the Canadian County Hazard Mitigation Plan as the Town of Calumet's Mitigation Plan. Seconded by Trustee Schmidt. Roll call vote: Trustee Stewart, aye; Trustee Brungardt, aye; Trustee

Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.

16. Consider and discuss the approval of the audit report for 2020-2021, with action as necessary. Trustee Tatro made a motion to approve the audit report for 2020-2021 with a correction to page 11 paragraph 2. Seconded by Trustee Stewart. Roll call vote: Trustee Stewart, aye; Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.
17. Consider and discuss the IT situation and a solution, with action as necessary. Trustee Tatro made a motion to send a letter to inform IT Guys to end our contract. Seconded by Trustee Brungardt. Roll call vote: Trustee Stewart, aye; Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.
18. Consider and discuss the purchase of street signs for all streets in town, with action as necessary. Trustee Stewart made a motion to purchase all of the street signs. Seconded by Trustee Tatro. Roll call vote: Trustee Stewart, aye; Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.
19. Consider entering into executive session for the purpose of the following:
 - A. Consider and discuss releasing Robert Baysinger from his 90-day probation, with consideration of wage increase.
 - 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 Brungardt made a motion to enter into executive session. Seconded by Trustee Tatro. Roll call vote: Trustee Stewart, aye; Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.

20. Consider reconvening into open session. Trustee Tatro made a motion to reconvene into open session. Seconded by Trustee Stewart. Roll call vote: Trustee Stewart, aye; Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.

21. Consider taking action on the following:

- A. Consider and discuss releasing Robert Baysinger from his 90-day probation, with consideration of wage increase.**
- 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).**

A. Trustee Schmidt made a motion to release Robert Baysinger off probation and raise pay to \$22.00 per hour to begin at the beginning of current payroll. Seconded by Trustee Tatro. Roll call vote: Trustee Stewart, aye; Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.

B. No Action.

- 22. Consider and discuss the type, size, ETC... of the new building to be built at 107 S Calumet Rd, with approval to begin the bid process, with action as necessary. Trustee Brungardt made a motion to table until next meeting. Seconded by Trustee Tatro. Roll call vote: Trustee Stewart, aye; Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.**
- 23. Consider and discuss auctioning off the Ford Explorer that was previously surplus in the July 8th, 2021, minutes, with action as necessary. Trustee Tatro made a motion to place the Ford Explorer in the El Reno auction and have a notice to run in the local newspaper for 2 consecutive weeks prior to the sale. Seconded by Trustee Stewart. Mayor Wallace declared the motion carried.**
- 24. Remarks and inquiries of the governing body members. Trustee Schmidt inquired about the progress on the new microphone and video equipment to be purchased. No Action.**
- 25. Consider new business of an emergency nature that had not been contemplated at the time of the agenda preparation, with action as necessary. Trustee Wallace advised that information was received after the agenda was posted concerning the annual conference for the clerks and treasurers that needed to be booked prior to the next meeting. Trustee Tatro made a motion to approve all three employees (Jill Ray, Nicole Lawless, and Margaret Stratton) to attend the conference and stay at the hotel for the duration of the conference in the amount of \$1688.00 with a 10% contingency. Seconded by Trustee Stewart. Roll call vote: Trustee Stewart, aye; Trustee Brungardt, aye; Trustee Wallace, aye; Trustee Schmidt, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.**

26. Adjournment. Trustee Brungardt made a motion to adjourn. Seconded by Trustee Tatro. Roll Call vote: Trustee Brungardt, aye, Trustee Schmidt, aye; Trustee Wallace, aye; Trustee Stewart, aye; Trustee Tatro, aye. Mayor Wallace declared the motion carried.

Bruce Wallace, Mayor

ATTEST:

Jill Ray, Clerk