

## **BOARD OF TRUSTEES**

**June 4, 2018**

**Members Present: Terry Brungardt, Mark Stanke, Bruce Wallace and Steve Snow.**

**Members Absent: Lacey Rowell**

**Staff Present: Margaret Stratton, Treasurer; Jana Knott, Attorney; Jill Ray, Town Clerk, Brian Huckabee, Chief of Police; Stephen Havener, Water Dept Supervisor.**

**Others Present: Charles Daughety; Drayton & Caroline Morgan; Dan and Donelle Echols; Kaci Snow; Ben and Dawn Morgan; Mike Crowley; Charles Daughety; Jay Parker, Midship pipeline; Jay Parker, Cowan Engineering; Travis Ewton; Kate Wells; Jessica Hladik.**

- 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 3, 2019.**
- 2. Public Comments –Kaci Snow spoke to the council about a drainage problem at NW 122<sup>nd</sup> & Walls Ave, everyone thinks that this is the Snow’s problem and we will have to fix it. How can it be our problem when 7 miles of water bottlenecks at 122<sup>nd</sup> and Walls and floods Walls? Everything that we have done on that property was approved by the Board prior to the work being done. If we continue to be singled out, I will have to file harassment charges. Midship pipeline is doing work in a flood zone, did they receive the same letter that was sent to me? It cannot be all our problem when we only have less than 2000 foot of creek and there is a total of 7 miles of water that drains to this area. Also, the town has detoured drainage to our creek and have not helped with the problem of getting the water to flow out. No Action.**
- 3. Nominations & election of Mayor/Chairman for a Two (2) year term that expires May 2021, with action as necessary. Trustee Stanke made a motion to elect Trustee Wallace for Mayor/Chairman for a Two (2) year term that expires May 2021. Seconded by Trustee Brungardt. Roll Call vote: Trustee Stanke, aye; Trustee Brungardt, aye; Trustee Snow, recuse vote; Trustee Wallace, recuse vote. Vice Mayor Stanke stated that motion dies. In conversation Trustee Snow accused the other trustees of having a quorum via text message. Also, accused the other trustees of speaking prior to the meeting and making decisions on the voting of the mayor & vice mayor. Trustee Snow advised he is tired of the conversations behind closed doors, all conversation between trustees should be in the board room. Trustee Brungardt gave his thoughts on the lawsuit of Snow Vs. Town of Calumet. Kaci Snow advised if the board could receive the signatures of the other 3 unsigned easements, she would sign hers and drop the lawsuit. Trustee Snow asked Trustee Wallace if he had been approached by any of the other board members to speak about being mayor. Trustee Wallace advised that Trustee Rowell stated her intentions of resigning and asked if he would consider being mayor. Trustee Snow stated that that is poll voting and that is illegal, and you could be prosecuted. Trustee Wallace stated he did not believe he had violated any rules and if he had done**

so he was unaware that it was illegal. Trustee Stanke made a motion to elect Trustee Wallace Mayor/Chairman of the Town of Calumet for a Two (2) year term that expires May 2021. Seconded by Trustee Brungardt. Roll Call vote: Trustee Stanke, aye; Trustee Brungardt, aye; Trustee Snow, recuse vote; Trustee Wallace, abstain. Vice Mayor Stanke stated that motion dies. Trustee Snow made a motion to move on and come back to this item in this meeting. Seconded by Trustee Brungardt. Roll Call vote: Trustee Stanke, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Wallace, aye. Vice Mayor Stanke declared the motion carried. After revisiting Trustee Brungardt made a motion to elect Trustee Wallace for Mayor/ Chairman for a Two (2) year term that expires May 2021. Seconded by Trustee Stanke. Roll Call vote: Trustee Stanke, aye; Trustee Brungardt, aye; Trustee Snow, recuse vote; Trustee Wallace, aye. Vice Mayor Stanke declared the motion carried.

4. **Nomination & election of Vice Mayor/Vice Chairman for a two (2) year term that expires May 2021, with action as necessary. Trustee Brungardt made a motion to elect Trustee Stanke as Vice Mayor/Vice Chairman for the Town of Calumet for a (2) year term that expires May 2021. Seconded by Trustee Wallace. Trustee Snow and Trustee Wallace had a conversation about if Trustee Wallace had knowledge of the conversation between two or more board members about who would be vice-mayor, Trustee Wallace advised he had no knowledge of any conversations. Roll Call vote: Trustee Stanke, aye; Trustee Brungardt, aye; Trustee Snow, recuse vote; Trustee Wallace, aye. Vice Mayor Stanke declared the motion carried.**
5. **Consider approval or amendment of minutes of the Regular Meeting held May 7, 2019 with action as necessary. Trustee Wallace made a motion to approve the minutes of the regular meeting held May 7, 2019. Seconded by Trustee Brungardt. Roll Call vote: Trustee Stanke, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Wallace, aye. Vice Mayor Stanke declared the motion carried.**
6. **Consider approval of claims, checks, and warrants for the month of May 2019, with action as necessary. Trustee Snow made a motion to approve the claims, checks, and warrants for the month of May 2019 with the exception of pulling midship attorney fees on Bass Law bill, pull the hours added to water department employees that were given in error. Seconded by Trustee Brungardt. Roll Call vote: Trustee Stanke, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Wallace, aye. Vice Mayor Stanke declared the motion carried. After discussion vice mayor Stanke advised that this item would be tabled and discussed at a later time in this meeting. After revisiting Trustee Brungardt made a motion to approve the claims, checks and warrants for the month of May with an addition of claim #301175 IT Guys in the amount of \$608.00. Seconded by Trustee Wallace. Roll Call vote: Trustee Stanke, aye; Trustee Brungardt, aye; Trustee Snow, nay; Trustee Wallace, aye. Vice Mayor Stanke declared the motion carried.**
7. **Consider and discuss report submitted by the Fire Department secretary, with action as necessary. Chief Brungardt gave the report, stated that Alicia Nitzel has put in her notice of resignation. No Action.**

8. Consider and discuss report submitted by the Police Chief, with action as necessary. Chief Huckabee gave the report on the calls for the month and stated that the reserve officers are working out well. Chief Huckabee stated that he received permission from Mayor Rowell to have Unit 1 repaired with the lower estimate received prior. It will be a couple of weeks before the vehicle will be repaired. No Action.
9. Consider and discuss report submitted by the Public Works Superintendent, with action as necessary. Stephen Havener advised that the water problem was now controllable and with the help of Midas they will be able to repair the pumps and get back to normal if the rain will stop. The lagoons only have about 2 foot to the top on all 4 of the lagoons. There are 4 pumps working to evaporate some of the water. We worked a lot of additional hours this month because of the flooding. No Action.
10. Consider and discuss report submitted by the Planning Commission Administrator, with action as necessary. No Meeting. No action.
11. Consider and discuss report submitted by the parks committee, with action as necessary. Travis Ewton, Kate Wells, Jessica Hladik presented some ideas that they come up with for park equipment and a skate park and possibly a splash pad.
12. Consider and discuss permit and fees with Jay Parker, Project manager with Midship Pipelines, with action as necessary. After discussion Trustee Wallace made a motion to change by action of the board this specific permit required by midship pipelines with current fees and attorney fees and to enquire on the linear feet of pipeline in the town limits. Seconded by Trustee Snow. Roll Call vote: Trustee Stanke, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Wallace, aye. Vice Mayor Stanke declared the motion carried.
13. Consider and discuss complaints on the sewer with Jenny & David Schweitzer, with action as necessary. Did not attend, no action.
14. Consider and discuss flooding problems with Dawn Morgan, with action as necessary. Ben Morgan spoke about the 9 inches of flooding in his shop and the flooding that is destroying his property, that is due to the property beside him building up the property. Ben Morgan also stated that Firestone was supposed to take care of the dust control and water drainage runoff and nothing has been done to this date. Trustee Stanke advised that he speak with Firestone on Monday and then get back with the Morgan's.
15. Consider and discuss who will be appointed for the Insight testing contact and information, with action as necessary. Trustee Snow made motion to appoint Town Clerk/ HR to be appointed for the Insight testing contact and information. Seconded by Trustee Wallace. Roll Call vote: Trustee Stanke, aye; Trustee Brungardt, abstain; Trustee Snow, aye; Trustee Wallace, aye. Vice Mayor Stanke declared the motion carried.
16. Consider and discuss the trustee name that the Town credit card will be under, with action as necessary. Trustee Snow made a motion to table and reword for next months agenda. Seconded by Trustee Wallace. Roll Call vote: Trustee Stanke, aye; Trustee

Brungardt, aye; Trustee Snow, aye; Trustee Wallace, aye. Vice Mayor Stanke declared the motion carried. Treasurer Stratton asked the board if she could inquire on another credit card that was tied to the towns TIN, but would still have to be connected to a social security number and she stated she would put it in her name and the card would be held at the Town Clerks desk, she was advised that she could.

17. Consider and discuss who will be appointed for the OK Grants online information and emails, with action as necessary. Trustee Wallace made a motion for the Town Clerk to be appointed for the OK Grants online information. Seconded by Trustee Brungardt. Roll Call vote: Trustee Stanke, aye; Trustee Brungardt, aye; Trustee Snow, aye; Trustee Wallace, aye. Vice Mayor Stanke declared the motion carried.
18. Consider and discuss removal and adding names on bank accounts for signature, with action as necessary. Trustee Brungardt made a motion to revisit this item after the Mayor has been elected. Seconded by Trustee Snow. Roll Call vote: Trustee Stanke, aye; Trustee Snow, aye; Trustee Wallace, aye; Trustee Brungardt, aye. Vice Mayor Stanke declared the motion carried. When revisited Trustee Wallace made a motion to Remove Trustee Rowell and add Trustee Wallace to the bank accounts for signature. Seconded by Trustee Brungardt. Roll Call vote: Trustee Stanke, aye; Trustee Snow, aye; Trustee Wallace, aye; Trustee Brungardt, aye. Vice Mayor Stanke declared the motion carried.
19. Consider and discuss the annual rate adjustment of 1.1% with OEMA, with action as necessary. Trustee Brungardt made a motion to raise the trash billing 1.1% for the annual rate adjustment. Seconded by Trustee Wallace. Roll Call vote: Trustee Stanke, aye; Trustee Snow, aye; Trustee Wallace, aye; Trustee Brungardt, aye. Vice Mayor Stanke declared the motion carried.
20. Consider and discuss clarification on employee policy stating minimum hours given when an employee is called in for work, with action as necessary. After discussion Trustee Wallace made a motion to have a policy drafted for approval at the next meeting to amend the Employee handbook to state if a employee is called out for an emergency after hours, prior to midnight there will be a 1 hour minimum for call out time, and between midnight and 7 am there will be a 2 hour minimum for call out time. Seconded by Trustee Snow. Roll Call vote: Trustee Stanke, aye; Trustee Snow, aye; Trustee Wallace, aye; Trustee Brungardt, aye. Vice Mayor Stanke declared the motion carried.
21. 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 officer or employee pursuant to 25 O.S. 307 B (1)
    - a) in reference to Stephen Havener released from his 90-day probation.
    - b) In reference to a pay raise equivalent to supervisor pay for Jill Ray.
    - c) In reference to hiring Drayton Morgan as a full-time police officer for the Town of Calumet.

Trustee Brungardt made a motion to enter into executive session. Seconded by Trustee Wallace. Roll Call vote: Trustee Stanke, aye; Trustee Snow, aye; Trustee Wallace, aye; Trustee Brungardt, aye. Vice Mayor Stanke declared the motion carried.

22. Consider reconvening into open session. Trustee Brungardt made a motion to reconvene into open session. Seconded by Trustee Wallace. Roll Call vote: Trustee Stanke, aye; Trustee Snow, aye; Trustee Wallace, aye; Trustee Brungardt, aye. Vice Mayor Stanke declared the motion carried.

23. Consider taking action on the following:

- a) in reference to Stephen Havener released from his 90-day probation.
- b) In reference to a pay raise equivalent to supervisor pay for Jill Ray.
- c) In reference to hiring Drayton Morgan as a full-time police officer for the Town of Calumet.

A. Trustee Brungardt made a motion to release Stephen Havener released from his 90-day probation. Seconded by Trustee Snow. Roll Call vote: Trustee Stanke, aye; Trustee Snow, aye; Trustee Wallace, aye; Trustee Brungardt, aye. Vice Mayor Stanke declared the motion carried.

B. Trustee Wallace advised no action. Seconded by Trustee Brungardt. Roll Call vote: Trustee Stanke, aye Trustee Snow, aye; Trustee Wallace, aye; Trustee Brungardt, aye. Vice Mayor Stanke declared the motion carried.

C. Trustee Wallace made a motion to Hire Drayton Morgan as a full-time police officer for the Town of Calumet for \$13.00 per hour, with a signed 2-year contract, a raise will be given after certified and again 1 year after certification. Seconded by Trustee Brungardt. Roll Call vote: Trustee Stanke, aye; Trustee Snow, aye; Trustee Wallace, aye; Trustee Brungardt, aye. Vice Mayor Stanke declared the motion carried.

24. Consider and discuss renting or selling the property owned by the Town of Calumet, with action as necessary. After discussion Trustee Wallace stated that the town needed to check the legal process on selling town owned property or renting, correct the wording and revisit this item next month with more information. No action.

25. Remarks and inquiries of the governing body members. None. No action.

- 26. 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.**
- 27. Adjournment. Trustee Wallace made a motion to adjourn. Seconded by Trustee Brungardt. Roll Call vote: Trustee Stanke, aye; Trustee Snow, aye; Trustee Wallace, aye; Trustee Brungardt, aye. Vice Mayor Stanke declared the motion carried.**

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**Mark Stanke, Vice Mayor**

**ATTEST:**

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**Jill Ray, Clerk**