

BOARD OF TRUSTEES

DECEMBER 11, 2023

Members Present: Terry Brungardt, Ken Schmidt, Daniel Tatro, Shawn Davis, Michael Snyder

Members Absent: None

Staff Present: Nicole Lawless – Town Clerk; Rob Baysinger – Police Chief; Margaret Stratton - Treasurer

Others Present: Charles Daughety

- 1. Meeting called to order and roll call. Mayor Tatro called the Special 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 Thursday, December 7, 2023 @ 1:00pm.**
- 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. Consideration of approval, rejection, amendment and/or postponement of the minutes for the Special Meeting held November 6, 2023, with action as necessary. Trustee Davis made a motion to approve the minutes for the Special Meeting held November 6, 2023, seconded by Trustee Brungardt. Roll Call: Trustee Davis, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Snyder, Abstain; Trustee Tatro, Aye; Mayor Tatro declared the motion carried 4-1.**
- 4. Consideration of approval, rejection, amendment and/or postponement of claims, checks, and warrants for the month of November 2023, with action as necessary. Trustee Brungardt made a motion to approve the claims, checks, and warrants for the month of November 2023, Seconded by Trustee Tatro. Roll Call: Trustee Davis, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Snyder, Aye; Trustee Tatro, Aye; Mayor Tatro declared the motion carried 5-0.**
- 5. Consideration of approval, rejection, amendment and/or postponement of report submitted by the Fire Department Secretary, with action as necessary. No Action**
- 6. Consideration of approval, rejection, amendment and/or postponement of report submitted by the Police Chief, with action as necessary. 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. No Action.**
- 8. Consideration of approval, rejection, amendment and/or postponement of accepting the 2024 ACOG REAP Grant, in the amount of \$136,261.14, awarded to the Calumet Fire Department for the purchase and buildout of a Brush Truck and authorizing all actions necessary to fulfill the grant requirements, with action as necessary. Trustee Snyder made a motion to accept the 2024 ACOG REAP Grant and authorize all actions necessary to fulfill the grant requirements, Seconded by Trustee Tatro. Roll Call: Trustee Davis, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Snyder, Aye; Trustee Tatro, Aye; Mayor Tatro declared the motion carried 5-0.**
- 9. Consideration of approval, rejection, amendment and/or postponement of appointing Nicole Lawless as the Town of Calumet’s Authorizing Agent for the Oklahoma Municipal Retirement Fund, with action as necessary. Trustee Davis made a motion to appoint Nicole Lawless as the Town of Calumet’s Authorizing Agent for the Oklahoma Municipal Retirement Fund, Seconded by Trustee**

Snyder. Roll Call: Trustee Davis, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Snyder, Aye; Trustee Tatro, Aye; Mayor Tatro declared the motion carried 5-0.

- 10. Consideration of approval, rejection, amendment and/or postponement of discussion of OMAG's appraisal for claim #213987-1 on the 2018 Dodge Charger VIN 9166, with action as necessary. Trustee Brungardt made a motion to accept the OMAG Appraisal Estimate for Claim #213987-1, to keep the 2018 Dodge Charger Vin#9166 for \$20,175.00, Seconded by Trustee Snyder. Roll Call: Trustee Davis, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Snyder, Aye; Trustee Tatro, Aye; Mayor Tatro declared the motion carried 5-0.**
- 11. Consideration of approval, rejection, amendment and/or postponement of Parkhill Engineering Task Order NO. 5 Master Agreement for Professional Services pertaining to miscellaneous services needed and provided at hourly rate schedule, with action as necessary. Trustee Snyder made a motion to approve Task Order NO. 5 Master Agreement for Professional Services pertaining to miscellaneous services needed to provide at hourly rate schedule, Seconded by Trustee Davis. Roll Call: Trustee Davis, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Snyder, Aye; Trustee Tatro, Aye; Mayor Tatro declared the motion carried 5-0.**
- 12. Consideration of approval, rejection, amendment and/or postponement of purchasing an artificial Christmas Tree, with action as necessary. Trustee Snyder made a motion to Table the item until next month, Seconded by Trustee Brungardt. Roll Call: Trustee Davis, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Snyder, Aye; Trustee Tatro, Aye; Mayor Tatro declared the motion carried 5-0.**
- 13. Consideration of approval, rejection, amendment and/or postponement of entering into executive session for the purpose of the following:**
 - 1. *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:***
 - A. Discussion concerning acceptance of the resignation of Bailey Ross from the position of Town Clerk/Court Clerk.**
 - B. Discussion concerning appointing Nicole Lawless to the position of Town Clerk.**
 - C. Discussion concerning advertising and posting of the position of Deputy Clerk/Court Clerk and accepting applications for position.**
 - D. Jerry Goodwin**

Trustee Tatro made a motion to enter executive session, seconded by Trustee Schmidt. Roll Call: Trustee Davis, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Snyder, Aye; Trustee Tatro, Aye; Mayor Tatro declared the motion carried 5-0.

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

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

1. **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:

- A. Discussion concerning acceptance of the resignation of Bailey Ross from the position of Town Clerk/Court Clerk. Trustee Snyder made a motion to accept the resignation of Bailey Ross from the position of Town Clerk/Court Clerk, Seconded by Trustee Davis. Roll Call: Trustee Davis, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Snyder, Aye; Trustee Tatro, Aye; Mayor Tatro declared the motion carried 5-0.**
- B. Discussion concerning appointing Nicole Lawless to the position of Town Clerk. Trustee Brungardt made a motion to appoint Nicole Lawless to the position of Town Clerk, Seconded by Trustee Snyder. Roll Call: Trustee Davis, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Snyder, Aye; Trustee Tatro, Aye; Mayor Tatro declared the motion carried 5-0.**
- C. Discussion concerning advertising and posting of the position of Deputy Clerk/Court Clerk and accepting applications for position. Trustee Snyder made a motion to move forward with advertisement and posting of the position of Deputy Clerk/Court Clerk and accepting applications for position, Seconded by Trustee Brungardt. Roll Call: Trustee Davis, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Snyder, Aye; Trustee Tatro, Aye; Mayor Tatro declared the motion carried 5-0.**
- D. Jerry Goodwin. No Action**

15. Remarks and inquiries of the governing body members. No Action.

16. Consider new business of an emergency nature that had not been contemplated at the time of the agenda preparation, with action as necessary. No Action.

17. Adjournment.



Daniel Tatro, Mayor



Attest: Nicole Lawless, Town Clerk