

BOARD OF TRUSTEES

April 7, 2025

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

Members Absent: None

Staff Present: Margaret Stratton - Treasurer, Bruce Wallace – Director of Operations/Director of Public Works, Robert Baysinger – Police Chief, Aubrey Massey – Police Officer, Breanna Ray – Police Officer

Others Present: Laurie Morris, Joseph Thornton, Kiko Burunda – Parkhill Engineering, Steve Snow, Coral Gibbins, Trevor Gibbins, Amanda Estep, Caleb Meschberger, Brandon Smith, Justin Williams, Lacey Rowell, Kaci Snow, Charles Daughety, Chavis Daughety, Aker Jacobs, Kaslin Baros, Jill Ray, Katie Stanke.

1. Meeting called to order and roll call. Mayor Tatro called the Regular Meeting of the Board of Trustees to order at 6:30pm. Clerk Lawless called roll and declared a quorum.
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 spoke about the Route 66 Centennial sign that was placed in El Reno. The cost for a similar sign for Calumet would be around \$30,000 and would require electricity. Kaci was not certain if the quality of the sign was worth the cost. She mentioned looking at other options and the possibility of a fundraiser and grant opportunities.
3. Consideration of approval, rejection, amendment and/or postponement of the minutes for the Regular Meeting held Thursday, March 6, 2025, with action as necessary. Trustee Schmidt made a motion to approve the minutes for the Regular Meeting held Thursday, March 6, 2025, Seconded by Trustee Brungardt. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Tatro, Abstain. Mayor Tatro declared the motion carried 3-1.
4. Consideration of approval, rejection, amendment and/or postponement of claims, checks, and warrants for the month of March 2025, with action as necessary.
 - a. Trustee Estep made a motion to pull Claim #25-38558 to Cavin Wrecker to see if it is covered under warranty, 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.
 - b. Trustee Estep made a motion to remove Claim #04-059422.00-10, Claim #9, Claim #10, & Claim #02253122.20-8 and to approve all remaining claims as amended, Seconded by Trustee Tatro. 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 discussion and action to approve Change Order #4 for #19157 CDBG 2023 Water System Improvements Project, with action as necessary. Trustee Schmidt made a motion to approve Change Order #4 for the #19157 CDBG 2023 Water System Improvements Project, 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.

- 6. Consideration of approval, rejection, amendment and/or postponement of Marsau Enterprises, Inc., Pay Request #9, for #19157 CDBG 2023 Water System Improvements Project, with action as necessary. Trustee Brungardt made a motion to approve Marsau Enterprises, Inc. Pay Request #9, for the #19157 CDBG 2023 Water System Improvement Project, 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.**
- 7. Consideration of approval, rejection, amendment and/or postponement of from Marsau Enterprises, Inc., Final Pay Request #10, for #19157 CDBG 2023 Water System Improvements Project, with action as necessary. Trustee Schmidt made a motion to approve Marsau Enterprises, Inc. Final Pay Request #10, for the #19157 CDBG 2023 Water System Improvement Project, 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.**
- 8. Consideration of approval, rejection, amendment and/or postponement of Parkhill Engineering Invoice #02253122.20-8, for #19157 CDBG 2023 Water System Improvements Project, with action as necessary. Trustee Brungardt made the motion to approve Parkhill Engineering Invoice #0225312.20-8, for the #19157 CDBG 2023 Water System Improvement Project, 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.**
- 9. Consideration of approval, rejection, amendment and/or postponement of Parkhill CDBG Grant Admin Invoice #04059422.00-10, for #19157 CDBG 2023 Water System Improvements Project, with action as necessary. Trustee Schmidt made a motion to approve Parkhill CDBG Grant Admin Invoice #04059422.00-10, for the #19157 CDBG 2023 Water System Improvements Project, 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 report submitted by the Fire Department Secretary, with action as necessary. Fire Chief Brungardt gave his report for the month of March. No Action.**
- 11. 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. No Action.**
- 12. 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/Director of Public Works Bruce Wallace gave his report for the month of March. No Action.**
- 13. Consideration of approval, rejection, amendment and/or postponement of purchasing a new computer for the Volunteer Fire Department, with action as necessary. Trustee Tatro made a motion to approve the purchase of a new computer for the Volunteer Fire Department with the purchase price not to exceed \$1,200.00 with a 10% contingency, Seconded by Trustee Estep. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Tatro, Aye; Mayor Tatro declared the motion carried 4-0.**
- 14. Consideration of approval, rejection, amendment and/or postponement of reinstating the contract with Geary Animal Control to cover Calumet, with action as necessary. Trustee Estep made a motion to Table until the May meeting, Seconded by Trustee Tatro. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Tatro, Aye; Mayor Tatro declared the motion carried 4-0.**

15. Consideration of approval, rejection, amendment and/or postponement of the approval of the Audit Engagement Letter from Dillon & Associates, P.C. for the upcoming 2024-2025 fiscal year end audit, with action as necessary. Trustee Brungardt made a motion to approve the Audit Engagement Letter from Dillon & Associates, P.C. for the upcoming 2024-2025 fiscal year end audit, Seconded by Trustee Estep. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Schmidt, Aye; Trustee Tatro, Aye; Mayor Tatro declared the motion carried 4-0.
16. Consideration of approval, rejection, amendment and/or postponement of discussion concerning progress on the 2025-2026 Town Budget, with action as necessary. Clerk Lawless updated the board on the progress of the 2025-2026 Town Budget. No Action.
17. Consideration of approval, rejection, amendment and/or postponement of placing the 2025 Championship Win on the Town Standpipe, with action as necessary. No Action.
18. Consideration of approval, rejection, amendment and/or postponement of entering into executive session for the purpose of the following:
- A. *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:*
- Accept the resignation of Nicole Lawless from the position of Town Clerk, and move forward with accepting applications for the position, with action as necessary.
 - Breanna Ray

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

19. Consideration of approval, rejection, amendment and/or postponement of exiting executive session, with action as necessary. Trustee Brungardt made a motion to exit 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.
20. Consideration of approval, rejection, amendment and/or postponement of taking action on the following:
- A. *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:*
- Accepting the resignation of Nicole Lawless from the position of Town Clerk, and moving forward with accepting applications for the position, with action as necessary.

Trustee Tatro made a motion to accept the resignation of Nicole Lawless from the position of Town Clerk with a tentative date of 6/6/2025, and move forward with accepting applications for the position, 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.

- Breanna Ray

Trustee Estep made a motion to terminate Breanna Ray's employment with the Town of Calumet for failure to complete her CLEET certification within the required time frame, 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.

21. Consideration of approval, rejection, amendment and/or postponement of approving a project to commemorate the upcoming Rt. 66 Centennial, slated for November 11, 2026, with action as necessary. No Action.
22. Remarks and inquiries of the governing body members. No Action.
23. 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.

Meeting Adjourned at 8:59pm

Laurie Morris
Mayor

Nicole Lawless
Attest: Nicole Lawless, Clerk

