

## **BOARD OF TRUSTEES**

**May 5, 2025**

**Members Present:** Jeremy Estep, Terry Brungardt, Laurie Morris, Joseph Thornton, Trevor Gibbins

**Members Absent:** None

**Staff Present:** Jana Knott – Town Attorney, Nicole Lawless – Town Clerk, Lacey Rowell – Town Treasurer, Bruce Wallace – Public Works Supervisor

**Others Present:** Kaci Snow, Steve Snow, Mike Estep, Kaslin Baros, Caleb Meschberger, Chavis Daughety, Coral Gibbins, Kiko Borunda, Justin Williams, Michael Crowley, Jill Ray, Aker Jacobs, Katie Stanke, Hayden Mattson, Charles Daughety, Christy Moberly, Dalton Moberly

1. Meeting called to order and roll call. Mayor Morris called the regular meeting of the Board of Trustees to order at 6:30 PM. Clerk Lawless called roll and declared a quorum.
2. Consideration of approval, rejection, amendment and/or postponement of opening the Public Hearing for the 2023 CDBG Grant #19157 Water System Improvements Waterline Replacement Project, with action as necessary. Mayor Morris opened the Public Hearing for the 2023 CDBG Grant #19157 Water System Improvements Waterline Replacement Project and read the Public Hearing Minutes. Mayor Morris accepted and answered questions from the public, then closed the Public Hearing.
3. Consideration of approval, rejection, amendment and/or postponement of passing Resolution No. 2025-02, a resolution to approve and accept the 2023 CDBG Grant #19157 Water System Improvements Water Replacement Project as complete and authorize the mayor to sign the closeout documents, with action as necessary. Trustee Brungardt made a motion to approve Resolution No. 2025-02, a resolution to approve and accept the 2023 Grant #19157 Water Systems Improvements Water Replacement Project as complete and authorized the mayor to sign the closeout documents, Seconded by Trustee Morris. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.
4. Consideration of approval, rejection, amendment and/or postponement of closing the Public Hearing and moving into the regular meeting, with action as necessary. No Action.
5. 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 stated that roughly 50% of the street signs around town are missing. She suggested custom street signs along

**HWY 270/Calumet Road. She shared her concerns regarding the concrete barriers placed at the intersection of HWY 270 and W. Second Street and at the intersection of N. Calumet Road and Memorial Road. She stated that they are not ODOT approved.**

- 6. Consideration of approval, rejection, amendment and/or postponement of the minutes for the Regular Meeting held Monday, April 7, 2025, with action as necessary. Trustee Morris made a motion to approve the minutes of the regular meeting held on Monday, April 7, 2025, Seconded by Trustee Estep; Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.**
- 7. Consideration of approval, rejection, amendment and/or postponement of the minutes for the Special Meeting held April 21, 2025, with action as necessary. Trustee Estep made a motion to approve the minutes for the Special Meeting held on April 21, 2025, Seconded by Trustee Brungardt. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.**
- 8. Consideration of approval, rejection, amendment and/or postponement of the minutes for the Special Meeting held April 24, 2025, with action as necessary. Trustee Estep made a motion to approve the minutes of the Special Meeting held April 24, 2024, Seconded by Trustee Gibbins; Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.**
- 9. Consideration of approval, rejection, amendment and/or postponement of claims, checks, and warrants for the month of April 2025, with action as necessary.**
  - Trustee Estep made a motion to pull Claim # 170406 to Arvest Bank & Claim # 0214-353797 to O'Reilly, Seconded by Trustee Morris; Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.**
  - Trustee Estep made a motion to approve all remaining claims for the month of April 2025, Seconded by Trustee Gibbins; Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.**
- 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 the report for the month of April. 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 was not present, his report was submitted to the Board. 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 Bruce Wallace gave his report for the month of April. No Action.**
- 13. 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 Robert Baysinger, pursuant to 25 O.S. 307 B(1).***
  - B. Discussion concerning employment, hiring, appointment, promotion, discipline or resignation of Bruce Wallace, pursuant to 25 O.S. 307 B(1).***
  - C. Discussion concerning employment, hiring, appointment, promotion, discipline or resignation of a Temporary/Interim Town Clerk, pursuant to 25 O.S. 307 B(1).***
  - D. Confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of the 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***

Trustee Thornton made a motion to enter executive session, seconded by Trustee Brungardt. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.

- 14. 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 Thornton. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.**
- 15. 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 Robert Baysinger, pursuant to 25 O.S. 307 B(1).** Trustee Morris made a motion to place Robert Baysinger on Paid Administrative Leave & allow the Attorney and Mayor to move forward as necessary, Seconded by Trustee Estep. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.
- B. Discussion concerning employment, hiring, appointment, promotion, discipline or resignation of Bruce Wallace, pursuant to 25 O.S. 307 B(1).** Trustee Morris made a motion to Demote Bruce Wallace to Public Works Supervisor at \$28 per hour, and that he is to cease all duties related to reserve officer, Seconded by Trustee Thornton. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.
- C. Discussion concerning employment, hiring, appointment, promotion, discipline or resignation of Temporary/Interim Town Clerk, pursuant to 25 O.S. 307 B(1).** Trustee Morris made a motion to hire Royetta White as Temporary/Interim Town Clerk at a starting pay of \$19.00 an hour, with 90-Day probationary period, Seconded by Trustee Gibbins. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.
- D. Confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of the 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.** No Action.
- 16. 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 reject the reinstatement of the contract between Geary Animal Control and the Town of Calumet, Seconded by Trustee Gibbins. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.
- 17. Consideration of approval, rejection, amendment and/or postponement of allowing Tracy Davis to attend the Oklahoma Municipal Court Clerks Conference in Stillwater June 4<sup>th</sup> – 6<sup>th</sup>, with action as necessary.** Trustee Morris made a motion to deny Tracy Davis attending the Oklahoma Municipal Court Clerks Conference in Stillwater,

**Seconded by Trustee Estep; Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.**

- 18. Consideration of approval, rejection, amendment and/or postponement of partnering with K2 Vet in Hinton for the 2025 Animal Clinic, with action as necessary. Trustee Thornton made a motion to approve the Town of Calumet partnering with K2 Vet in Hinton for the 2025 Animal Clinic, Seconded by Trustee Gibbins. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.**
- 19. Consideration of approval, rejection, amendment and/or postponement of purchasing a GPS Monitoring System for all town owned vehicles, with action as necessary. Trustee Morris made a motion to Table until the next meeting for more information, Seconded by Trustee Thornton; Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.**
- 20. Consideration of approval, rejection, amendment and/or postponement of lowering the expenditure amount allowed to the Director of Operations/Director of Public works and Police Chief to \$500, with action as necessary. Trustee Estep made a motion to lower the Director of Operations/Director of Public Works and Police Chief's spending limit to \$500.00, anything over \$500.00 but under \$2,500.00 can be approved by the Mayor and Vice-Mayor, and everything over \$2,500.00 must go before the Board of Trustees for approval, Seconded by Trustee Morris. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.**
- 21. Consideration of approval, rejection, amendment and/or postponement of purchasing a Laptop for the Mayor and/or entire council, with action as necessary. Trustee Thornton made a motion to approve the purchase of a Laptop for Mayor Morris, Seconded by Trustee Estep. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.**
- 22. Consideration of approval, rejection, amendment and/or postponement of purchasing a new copy machine for the main office, with action as necessary. Trustee Morris made a motion to approve the purchase of Toshiba copy machine with a purchase price of \$4,995.00, Seconded by Trustee Gibbins. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.**



23. Consideration of approval, rejection, amendment and/or postponement of discussion concerning progress on the 2025-2026 Town Budget, with action as necessary. No Action.
24. Consideration of approval, rejection, amendment and/or postponement of placing the 2025 Championship Win on the Town Standpipe, with action as necessary. Trustee Estep made a motion to pay no more than \$800.00 towards placing the 2025 Championship Win on the Town Standpipe, Seconded by Trustee Gibbins. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.
25. 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.
26. Remarks and inquiries of the governing body members. No Action.
27. Consider new business of an emergency nature that had not been contemplated at the time of the agenda preparation, with action as necessary. Trustee Morris made a motion to add claim #80458 to Lowes, in the amount of \$424.62, for water heater, toilet, vent, PVC parts for PW Shop, Seconded by Trustee Estep. Roll Call: Trustee Estep, Aye; Trustee Brungardt, Aye; Trustee Morris, Aye; Trustee Thornton, Aye; Trustee Gibbins, Aye; Clerk Lawless declared the motion carried 5-0.

Meeting Adjourned at 9:46 PM.

Laurie Morris

Mayor

ATTEST

Randy Lawless

Town Clerk

