

**NOTICE OF REGULAR MEETING  
OF THE  
BOARD OF TRUSTEES**

In compliance with Title 25, Oklahoma Statutes, Section 301-314, the Oklahoma Open Meeting Act be advised that the Board of Trustees, governing body of the Town of Calumet, Oklahoma, shall conduct its REGULAR MEETING on July 8, 2019. Said REGULAR MEETING shall be held at 6:30 p.m., at the Calumet Town Hall, 118 W. Second Street. If you require special accommodations, please notify the Town Office at 893-2323.

**AGENDA:**

**Note:** The Board may discuss, vote to approve, vote to disapprove, vote to table, amend or decide not to discuss any item on the agenda.

- 1. Meeting called to order and roll call.**
- 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.**
- 3. Consider approval or amendment of minutes for the Regular Meeting held June 4, 2019, with action as necessary.**
- 4. Consider approval of claims, checks, and warrants for the month of June 2019, with action as necessary.**
- 5. Consider and discuss report submitted by the Fire Department secretary, with action as necessary.**
- 6. Consider and discuss report submitted by the Police Chief, with action as necessary.**
- 7. Consider and discuss report submitted by the Public Works Superintendent, with action as necessary.**
- 8. Consider and discuss report submitted by the Planning Commission Administrator, with action as necessary.**
- 9. Consider and discuss report submitted by the parks committee, with action as necessary.**
- 10. Consider and discuss approval of the yearly school lease on the baseball & softball fields, with action as necessary.**
- 11. Consider and discuss renewal of the inter-local agreement with Canadian County Sheriff’s office and the Calumet Police Department, with action as necessary.**
- 12. Consider and discuss using the escrow funds with OMAG toward payment of the workers’ compensation premium. The premium is \$9848.00, and our escrow is \$5150.67, leaving a balance to pay of \$4697.33, with action as necessary.**

- 13. Consider and discuss transferring money from Calumet Bank to El Reno Bank, with action as necessary.**
- 14. Consider and discuss transferring money from General fund to Cemetery fund, with action as necessary.**
- 15. Consider and discuss the method of paying Pafford EMS of Oklahoma the \$12,000.00 annual fee and the \$20,430.00 utility billing membership fees in one lump sum or otherwise, with action as necessary.**
- 16. Consider and discuss applying for a new credit card with JP Morgan Chase Ink in the name of Town of Calumet with the TIN# and no Social Security numbers, with action as necessary.**
- 17. Consider and discuss if item #16 is approved, cancellation of the current chase credit card attached to social security numbers after new cards have been received and account is paid in full, with action as necessary.**
- 18. Consider and discuss placing the hire date of 06/18/2019 for employee Drayton Morgan in the minutes, with action as necessary.**
- 19. Consider and discuss the height regulations for C-A/R zoned property and what action needs to be taken to enforce the regulations, with action as necessary.**
- 20. Consider and discuss the approval of the updated agreement with Insight, with action as necessary.**
- 21. Consider and discuss adopting resolution no. 2019-03 for the approval of invoices relating to CDBG projects, with action as necessary.**
- 22. Consider and discuss adopting resolution no. 2019-02 establishing the nine-one-one emergency telephone fee rate for calendar year 2020, with action as necessary.**
- 23. Consider and discuss approval of the additional employee policy clarifying the minimum hours earned when an employee is called out after normal business hours, with action as necessary.**
- 24. 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)**  
**in reference to the following: evaluation of employee salaries with consideration of an increase, for the following employees:**
    - a) Nicole Atkinson**
    - b) Stephen Havener**
    - c) Jill Ray**
    - d) Johnny Sanchez**
    - e) Brian Huckabee**
    - f) Drayton Morgan**

**g) Margaret Stratton.**

- 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 advise 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).**

**25. Consider reconvening into open session.**

**26. Consider taking action on 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)**

**in reference to the following: evaluation of employee salaries with consideration of an increase.**

- a. Nicole Atkinson**
- b. Stephen Havener**
- c. Jill Ray**
- d. Johnny Sanchez**
- e. Brian Huckabee**
- f. Drayton Morgan**
- g. Margaret Stratton.**

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**27. Consider and discuss the sale or lease of certain real property owned by the Town of Calumet, with action as necessary, said property described as follows, to-wit: Lots Four (4) and Five (5), Block Five (5), Todd's Addition to the Town of Calumet, Canadian County, Oklahoma, according to the recorded plat thereof, also described as 109 North Calumet Road, Calumet Oklahoma; and Lots Six (6) and Seven (7), Block Five (5), Todd's First Addition to the Town of Calumet, Canadian County, Oklahoma, according to the recorded plat thereof, also described as 113 north Calumet, Oklahoma.**

**28. Remarks and inquiries of the governing body members.**

**29. Consider new business of an emergency nature that had not been contemplated at the time of the agenda preparation, with action as necessary.**

**30. Adjournment.**

Posted at the Calumet Town Hall on Friday July 5, at 12:00 pm.

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Jill Ray, Clerk