

Town of Calera

GENERAL GOVERNMENT AGENDA

Date: November 9th, 2023

Time: 3:30 pm

1. Meeting called to order
2. Roll Call
3. Presentations
 - a. Nancy Vincent from Vincent Realty Group
4. Information
 - a. Streets Monthly Report
 - b. Police Dept. Monthly Report
 - c. Town Manager Monthly Report
 - d. Code Enforcement Monthly Report
 - e. Fire Department Report
5. Consent Agenda
 - a. Approval of Minutes
 - b. Approval of Treasurer's Report
 - c. Approval of Purchase Orders
6. Administration
 - a. Discuss, Take Action, or Approve accepting the Rural and Small Department Violent Crime Reduction Program grant of \$55,000 for the Calera Police Dept. dh
 - b. Discuss, Take Action, or Approve the purchase of a SAM (Speed Awareness Monitor) Radar Trailer with funds from Highway Safety Grant. dh
 - c. Discuss, Take Action, or Approve Firefighter Reimbursement to be paid at the end of November. bn
 - d. Discuss, Take Action, or Approve payment of employee holiday checks. kj
 - e. Discuss, Take Action, or Approve Resolution 2023-09, Records Retention Policy. kj
 - f. Discuss, Take Action, or Approve the job description for Code Enforcement/Animal Control Officer. kj
 - g. Discuss, Take Action, or Approve adding Code Enforcement/Animal Control Officer to Exhibit A of Resolution 2023-08, Wage and Salary Plan. kj
 - h. Discuss, Take Action, or Approve plans for The Retreat at Calera, A Senior Cottage Community, to be located at the NE corner of N. 3rd and W.McCurtain. rg
 - i. Discuss, Take Action, or Approve to surplus Calera Fire Dept.'s old bunker gear. bn

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- j. Discuss, Take Action, or Approve to surplus Calera Fire Dept.'s OLD AMKUS Hydraulic Tools. 1 Spreader, 1 Cutter, 1 Ram, 1 Combi Tools, 1 Single Pump, and 1 Double Pump. (see attached list) bn
- k. Discuss, Take Action, or Approve the Police Department taking sealed bids on the 2013 Ford sedan patrol car. dh
- l. Discuss and Consider Directing the Town Manager to Create Policies to be Added to the Employee Handbook. kj
 - j, 1.) Discuss, take action, or approve, a policy to compensate employees a minimum of two hours if they're called back to work after hours.
 - j, 2.) Discuss, take action, or approve, a policy to compensate hourly police officers one and one half their regular rate for off duty shift coverage.
 - j, 3.) Discuss, take action, or approve, a policy establishing compensating hourly police officers one and one half their regular rate for shift carry over hours.
 - j, 4.) Discuss, take action, or approve, amending Section 7.04, Overtime Pay, of the employee handbook, to include an overtime threshold of 40 hours for grant hours worked.
7. Possible discussion and vote to enter Executive Session pursuant to Title 25 O.S. Section 307. b
 - (1) discuss employment, hiring, appointment, promotion, disciplining, or resignation of any individual salaried public officer or employee (John Cain, Public Works Director). ob
8. Public Comments
9. Adjournment