

MINUTES OF CLAREMORE PUBLIC WORKS AUTHORITY MEETING
COUNCIL CHAMBERS, CITY HALL, 104 S. MUSKOGEE,
CLAREMORE, OKLAHOMA JULY 06, 2009

CALL TO ORDER

Meeting called to order by Mayor Brant Shallenburger at
6:00 P.M.

ROLL CALL

Mae Lee called roll. The following were:

Present: Brant Shallenburger, Don Myers, Buddy Robertson,
Tony Mullenger, Flo Guthrie, Terry Chase, Tom
Lehman, Paula Watson

Absent: Mick Webber

Staff Present: Troy Powell, Mae Lee, Randy Elliott, Matt
Mueller, Tim Miller, Chris Cochran, Mickey
Perry, Mark Dowler, Cassie Sowers, Ruby Maline,
Art Andrews, Joe Kays, Danny Wilson, Tim James,
Tracy James, Joe Perez, Cody, Cole, Alisha

Others: Andy Armstrong/INCOG, Cindy Bissett/Main Street,
Tom Fink/Claremore Progress

Pledge of Allegiance by all.

ACCEPTANCE OF AGENDA

Motion by Guthrie, second by Lehman that the agenda for the
regular CPWA meeting of July 06, 2009, be approved as written.
8 yes, Guthrie, Lehman, Myers, Robertson, Mullenger,
Shallenburger, Chase, Watson.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

CURRENT BUSINESS

Lehman question - is there a minimum purchase required on
transformers? Tim Miller - answers no

Motion by Mullenger, second by Guthrie to approve the following
consent items:

- (a) Minutes of Claremore Public Works Authority meeting
on June 15, 2009, as printed.
- (b) All claims as printed.
- (c) Approval to solicit yearly bids for transformers for
Electric Department. (Tim Miller)

8 yes, Mullenger, Guthrie, Robertson, Shallenburger, Chase,
Lehman, Watson, Myers.

ADJOURN

Motion by Mullenger, second by Guthrie to adjourn. 8 yes,
Mullenger, Guthrie, Shallenburger, Chase, Lehman, Watson,
Myers, Robertson.

Meeting adjourned at 6:05 P.M.

MINUTES OF CLAREMORE CULTURAL DEVELOPMENT AUTHORITY MEETING
COUNCIL CHAMBERS, CITY HALL, 104 S. MUSKOGEE,
CLAREMORE, OKLAHOMA JULY 06, 2009

CALL TO ORDER

Meeting called to order by Mayor Brant Shallenburger at
6:05 P.M.

ROLL CALL

Mayor Shallenburger asked Mae Lee to note that members are
present/absent as indicated below:

Present: Brant Shallenburger, Don Myers, Buddy Robertson,
Tony Mullenger, Flo Guthrie, Terry Chase, Tom
Lehman, Paula Watson

Absent: Mick Webber

Staff Present: Troy Powell, Mae Lee, Randy Elliott, Matt
Mueller, Tim Miller, Chris Cochran, Mickey
Perry, Mark Dowler, Cassie Sowers, Ruby Maline,
Art Andrews, Joe Kays, Danny Wilson, Tim James,
Tracy James, Joe Perez, Cody, Cole, Alisha
Others: Andy Armstrong/INCOG, Cindy
Bissett/Main Street,
Tom Fink/Claremore Progress

ACCEPTANCE OF AGENDA

Motion by Mullenger, second by Guthrie that the agenda for the
regular CCDA meeting of July 06, 2009, be approved as written.
8 yes, Mullenger, Guthrie, Shallenburger, Chase, Lehman,
Watson, Myers, Robertson.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

CURRENT BUSINESS

Motion by Mullenger, second by Guthrie that the CCDA approve
the following consent items:

- (a) Minutes of Claremore Cultural Development Authority
meeting on June 15, 2009, as printed.
- (b) All claims as printed.

8 yes, Mullenger, Guthrie, Shallenburger, Chase, Lehman,
Watson, Myers, Robertson.

ADJOURNMENT

Motion by Mullenger, second by Guthrie to adjourn. 8 yes,
Mullenger, Guthrie, Chase, Lehman, Watson, Myers, Robertson,
Shallenburger.

Meeting adjourned at 6:05 P.M.

MINUTES OF REGULAR COUNCIL MEETING
COUNCIL CHAMBERS, CITY HALL, 104 S. MUSKOGEE,
CLAREMORE, OKLAHOMA JULY 06, 2009

CALL TO ORDER

Meeting called to order by Mayor Brant Shallenburger at
6:05 P.M.

ROLL CALL

Mayor Shallenburger asked Mae Lee to note that members are present/absent as indicated below:

Present: Brant Shallenburger, Don Myers, Buddy Robertson, Tony Mullenger, Flo Guthrie, Terry Chase, Tom Lehman, Paula Watson

Absent: Mick Webber

Staff Present: Troy Powell, Mae Lee, Randy Elliott, Matt Mueller, Tim Miller, Chris Cochran, Mickey Perry, Mark Dowler, Cassie Sowers, Ruby Maline, Art Andrews, Joe Kays, Danny Wilson, Tim James, Tracy James, Joe Perez, Cody, Cole, Alisha
Others: Andy Armstrong/INCOG, Cindy Bissett/Main Street, Tom Fink/Claremore Progress

ACCEPTANCE OF AGENDA

Motion by Mullenger, second by Guthrie that the agenda for the regular council meeting of Jul6 06, 2009 be approved as written. 8 yes, Mullenger, Guthrie, Lehman, Watson, Myers, Robertson, Shallenburger, Chase.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

None

CALL TO THE PUBLIC

John Fleak, 918 Pecan Lane, is against stormwater management fee increase of \$2.00 on residential property. Have all other avenues been reviewed.

Lehman - we understand and we don't raise rates unless it's our last alternative

Chase - we didn't raise electric rates when we had large ice event (ice storm of 2007/2008)- many around us did raise rates, we (the City) carried this loss and did not pass on to customers.

MAYOR'S REPORT & APPOINTMENTS

The fireworks display was a fantastic show with approximately 5,000 in attendance at the lake.

Motion by Mullenger, second by Guthrie to approve recommendation by Mayor Shallenburger to re-appoint **Tim Hight and Rodger Cutler** to the City of Claremore Redevelopment Authority, each to serve a three (3) year term to July, 2012. 8 yes, Mullenger, Guthrie, Watson, Myers, Robertson, Shallenburger, Chase, Lehman.

STAFF REPORTS

Troy Powell - five items at the agenda for discussion.

Randy Elliott - there will be no executive session tonight.

CURRENT BUSINESS

Lehman question - item (k) Main Street - which department pays?
Troy - it comes out of Street Tax.

Lehman - item (m) Use agreement with Volunteers for Youth - is that a non-profit organization.

Matt Mueller - yes.

Lehman - item (n) Oklahoma Department of Public Safety (DPS) space rented in the Market Shopping Center - I would like the City to talk with Rogers County again concerning sharing this cost.

Lehman - item (p) Grant Funds (if awarded) for mobile communications trailer for emergencies - what kind of trailer is this?

Mickey Perry - to be used for emergency communications for Police and Fire

Motion by Mullenger, second by Guthrie to approve the following consent items:

- (a) Minutes of Regular Council meeting on June 15, 2009, as printed.
- (b) Minutes of Special Council meeting on June 10, 2009, as printed.
- (c) All claims as printed.
- (d) Actual salary claims for pay period ending June 13, 2009 in the amount of \$385,000.33 and estimated salary claims for next pay period in the amount of \$500,000.
- (e) Approve Renewal of Lease Agreement between the City of Claremore and Frank C. Robson and Ludmila Robson for use of park land behind Reasor's - from July 1, 2009 to June 30, 2010 - \$1.00 per year.

- (f) Approve Renewal of Lease Agreement between the City of Claremore and the Church at Claremore for use of park land - from July 1, 2009 to June 30, 2010.
- (g) Approve Renewal of Lease Agreement between the City of Claremore and Claremore Elks Lodge #1230 for use of park land - from July 1, 2009 to June 30, 2010.
- (h) Approve Renewal of Lease Agreement between the City of Claremore and Rogers County Health Department for use of park land- from July 1, 2009 to June 30, 2010.
- (i) Approve Renewal of Agreement for Administration of the Sales Tax Ordinance of the City of Claremore - Oklahoma Tax Commission.
- (j) Approve Renewal of Agreement for Administration of the Use Tax Ordinance - Oklahoma Tax Commission.
- (k) Approve Renewal of Agreement between the City of Claremore and Claremore Main Street, Inc. from July 1, 2009 to June 30, 2010 - **(\$30,000)**
- (l) Approve Renewal of Agreement between City of Claremore and Claremore Convention and Visitors Bureau, Inc., for promotion of tourism from July 1, 2009 to June 30, 2010. **(\$ amount paid is 3% of City collected Hotel/Motel Tax)**
- (m) Approve Renewal of Facility Use Agreement between the City of Claremore and Volunteers for Youth to outsource all youth services except for youth sports administration - from July 1, 2009 to June 30, 2010 - **\$15,000. (Joe Kays/Matt Mueller)**
- (n) Approve Renewal of lease of building at the Market from Basler Real Estate in the amount of **\$1,200.** per month for Oklahoma Department of Public Safety (DPS) occupancy effective August 1, 2009 to July 31, 2010. **(Troy Powell)**
- (o) Approve Renewal of Agreement between the City of Claremore and The Grand Gateway Economic Development Association regarding the City's financial assistance to the Association for the operation of its Public Transportation System (Pelivan) from July 1, 2009 to June 30, 2010 in the total amount of **\$76,067 - (\$6,338.92 monthly)**
- (p) Approval to accept Grant Funds (if awarded) from stimulus money for a mobile communications trailer for emergencies - Claremore share **\$28,164.00 - (Mickey Perry)**
- (q) Approve renewal of First Vehicle Services Fleet Maintenance Contract for **FY 2009/2010 - \$756,363. (Tim Miller)**

8 yes, Mullenger, Guthrie, Myers, Robertson, Shallenburger, Chase, Lehman, Watson.

Troy - we believe the permit fees are going to be higher than the \$20,000 we originally estimated and would like the Council to consider a higher amount - maybe \$25,000.

Motion by Mullenger, second by Guthrie to approve waiving building permit fees for the Claremore Public School for construction of a new Elementary School - Costs not to exceed

\$25,000. 7 yes, Mullenger, Guthrie, Shallenburger, Chase, Lehman, Myers, Robertson. 1 recuse, Watson.

Motion by Mullenger, second by Guthrie to approve recommendation of CIEDA to approve the nomination of **Dr. Ray Brown** to serve on the CIEDA Board of Trustees for a **seven (7) year term** effective July 1, 2009 through June 30, 2016. 8 yes, Mullenger, Guthrie, Shallenburger, Chase, Lehman, Watson, Myers, Robertson.

Motion by Mullenger, second by Guthrie to adopt **Resolution #2009-06** supporting continued participation in the Oklahoma Main Street Program. 8 yes, Mullenger, Guthrie, Shallenburger, Chase, Lehman, Watson, Myers, Robertson.

Andy Armstrong/INCOG spoke about "Small Cities" money.

Motion by Mullenger, second by Guthrie to adopt **Resolution #2009-07** requesting assistance for "Small Cities Community Development Block Grant" program. 8 yes, Mullenger, Guthrie, Shallenburger, Chase, Lehman, Watson, Myers, Robertson.

Motion by Mullenger, second by Guthrie to approve FY 2009 CDBG Citizens Participation Plan. 8 yes, Mullenger, Guthrie, Chase, Lehman, Watson, Myers, Robertson, Shallenburger.

Motion by Mullenger, second by Guthrie to adopt **Resolution #2009-08** relating to a Community Development Block Grant for replacement of Sanitary Sewer Lines committing up to \$68,096 as leverage from the City of Claremore. 8 yes, Mullenger, Guthrie, Lehman, Watson, Myers, Robertson, Shallenburger, Chase.

Troy - this TranSystems Agreement is a companion item with item #14 we added on agenda on 7-2-09 concerning ODOT.

Motion by Mullenger, second by Guthrie to approve Agreement between the City of Claremore and TranSystems for the Environmental Assessment Services concerning the Burlington Northern/SantaFe Separation project - \$172,795 to be reimbursed by ODOT. 8 yes, Mullenger, Guthrie, Watson, Myers, Robertson, Shallenburger, Chase, Lehman.

Mayor Shallenburger - Let's go to item #14 - agreement with ODOT concerning the above item.

Motion by Mullenger, second by Guthrie to approve Agreement between the City of Claremore and ODOT for reimbursement of the cost of services to be performed by TranSystems for Environmental Assessment. 8 yes, Mullenger, Guthrie, Myers, Robertson, Shallenburger, Chase, Lehman, Watson.

Discussion/direction from Council regarding revision of fee schedule for licensing of Itinerant Merchants.

Chief Perry spoke on need to increase fees for Itinerant Merchants.

Robertson - In what fund are these fees placed?

Perry - General Fund.

Motion by Mullenger, second by Lehman to direct City Attorney to prepare an Ordinance changing fees and bring back to Council for a vote. 8 yes, Mullenger, Lehman, Myers, Robertson, Guthrie, Shallenburger, Chase, Watson.

Discussion/direction from Council concerning adjusting Water and Sewer Tap Fees.

Danny Wilson - City has not raised water and sewer tap fees in some time.

Chase - is this item tied to raising fees to match services?

Troy - yes

Council requests ordinance changing fees be brought back to them for a vote.

No vote taken on the above request.

Troy - spoke on the Ne-Mar item as well as the next two agenda items concerning stormwater fees and a comprehensive stormwater management program with Meshek.

Discussion only - drainage improvements at Ne-Mar Shopping Center.

Troy - the Ne-Mar basin has large amounts of debris in substantial rain events - need to do project in this area - entire drainage owned by Ne-Mar - City has no drainage easement in this area - to re-do this we're looking at approximately \$200,000. - If we do part of this we would need to secure a permanent drainage easement

Mullenger - like to pursue all avenues (maybe a grant) to get help with this problem

Troy asked Andy Armstrong to check into any avenue INCOG might have access to that could help us qualify for assistance with this drainage problem.

Troy - I could ask that this be included in the comprehensive stormwater management project (Phase 1) - Meshek - if accepted by Council.

Discussion only - an ordinance amending Title 5, Chapter 52, Section 52.215 of the Code of Ordinances of the City of Claremore, Oklahoma adding a stormwater management fee, repealing ordinances in conflict herewith and providing for severability -new rates as follows: Residential \$2.00 - Small Commercial \$20.00 - Large Commercial/Industrial \$50.00.

Discussion only - scope of services proposed from Meshek and Associates for the City of Claremore Comprehensive Stormwater Management Program, Phase 1, 2, and 3. Phase 1 = \$123,700.

Troy - I will continue work on phase 1 of Comprehensive Stormwater Management Program.

EXECUTIVE SESSION

This item was pulled from agenda.

Vote to go into executive session to discuss Police 2009/2010 contract. 25 O.S. Section 307 B.2.

ADJOURN

Motion by Mullenger, second by Lehman to adjourn. 8 yes, Mullenger, Lehman, Shallenburger, Chase, Watson, Myers, Robertson, Guthrie.

Meeting adjourned at **7:05 P.M.**