

MINUTES OF CLAREMORE PUBLIC WORKS AUTHORITY MEETING
COUNCIL CHAMBERS, CITY HALL, 104 S. MUSKOGEE,
CLAREMORE, OKLAHOMA JULY 20, 2009

CALL TO ORDER

Meeting called to order by Deputy Mayor Flo Guthrie at
6:05 P.M.

ROLL CALL

Nan Pope called roll. The following were:

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

Absent: Brant Shallenburger arrived at 6:10 P.M.

Staff Present: Matt Mueller, Nan Pope, Randy Elliott, Tim Miller, Ruby Maline, Daryl Golbek, Phil Stowell, Cassie Sowers, Mickey Perry, Gary Allphin, Ron & Jeff Kolker, Joe Perez, Cody, Cole Stout, Troy Powell

Others: Alice Pridmore

Pledge of Allegiance by all.

ACCEPTANCE OF AGENDA

Motion by Mullenger, second by Lehman that the agenda for the regular CPWA meeting of July 20, 2009, be approved as written. 8 yes, Mullenger, Lehman, Myers, Robertson, Guthrie, Webber, Chase, Watson.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

CURRENT BUSINESS

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

- (a) Minutes of Claremore Public Works Authority meeting on July 06, 2009, as printed.
- (b) All claims as printed.
- (c) Accept bids for Laboratory Analysis and Chemicals as follows: **(Janet Donnelly)**

Tulsa City County:

Coliform, Nitrate-Nitrite and dissolved metals analysis in the amount of \$3,780.

Brenntag SW:

ACH blend (est) \$117,500
Caustic Soda (est) \$ 66,500
HTH \$1.69/lb
Chlorine (est) \$20,800
Sodium Phosphate \$0.91/lb
Sodium Permanganate (est) \$12,000

Nalco:
Acrylamide Polymer as needed \$0.91/lb (est)
\$4,000

Norit:
Activated Carbon \$0.68/lb (est) \$40,000

Siemans:
Sodium Chlorite \$0.5340 (est) \$30,000

- (d) Approve soliciting bids for filter media and associated equipment for Water Filter Plant. **(Janet Donnelly)**

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

Tim Miller - Not a lot of time - grant closes August 6.

Brant Shallenburger arrived at 6:10 P.M.

Chase - What is involved that costs \$32,000?

Webber - Which fund will it be taken from

Tim Miller - reliability bond fund - This is in our electric master plan - (5 to 10 years) - 9.5 million - grant would be 50%

Chase - Approval process - how long to come up with matching funds?

Tim Miller - before end of year - probably November/December - we're not bound to do it if it is awarded.

Motion by Webber, second by Mullenger to approve request for Finley Engineering to make a grant application for Smart Grid Investment Grant Stimulus Funding, costs not to exceed \$32,000.
9 yes, Webber, Mullenger, Guthrie, Shallenburger, Chase, Lehman, Watson, Myers, Robertson.

ADJOURN

Motion by Mullenger, second by Lehman to adjourn. 9 yes, Mullenger, Lehman, Guthrie, Shallenburger, Webber, Chase, Watson, Myers, Robertson.

Meeting adjourned at **6:17 P.M.**

MINUTES OF CLAREMORE CULTURAL DEVELOPMENT AUTHORITY MEETING
COUNCIL CHAMBERS, CITY HALL, 104 S. MUSKOGEE,
CLAREMORE, OKLAHOMA JULY 20, 2009

CALL TO ORDER

Meeting called to order by Mayor Brant Shallenburger at
6:17 P.M.

ROLL CALL

Mayor Shallenburger asked Nan Pope to note that members are present/absent as indicated below:

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

Absent: None

Staff Present: Matt Mueller, Nan Pope, Randy Elliott, Tim Miller, Ruby Maline, Daryl Golbek, Phil Stowell, Cassie Sowers, Mickey Perry, Gary Allphin, Ron & Jeff Kolker, Joe Perez, Cody, Cole Stout, Troy Powell

Others: Alice Pridmore

ACCEPTANCE OF AGENDA

Motion by Mullenger, second by Guthrie that the agenda for the regular CCDA meeting of July 20, 2009, be approved as written. 9 yes, Mullenger, Guthrie, Shallenburger, Webber, Chase, Lehman, Watson, Myers, Robertson.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

CURRENT BUSINESS

Webber - first concert August 1?

Mueller - next concert very family oriented - Market to a different demographic - all us - no sharing of costs or revenues

Webber - break even on Firehouse?

Matt - sweating it - most tickets are walk up, not advance sales for Firehouse

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

- (a) Minutes of Claremore Cultural Development Authority meeting on July 06, 2009, as printed.
- (b) All claims as printed.
- (c) Approve request to host a #1 hits of the 60's show at Claremore Expo - estimate - \$20,000 total cost.

(Matt Mueller)

9 yes, Mullenger, Guthrie, Webber, Chase, Lehman, Watson, Myers, Robertson, Shallenburger.

ADJOURNMENT

Motion by Mullenger, second by Guthrie to adjourn. 9 yes, Mullenger, Guthrie, Chase, Lehman, Watson, Myers, Robertson, Shallenburger, Webber.

Meeting adjourned at **6:20 P.M.**

MINUTES OF REGULAR COUNCIL MEETING
COUNCIL CHAMBERS, CITY HALL, 104 S. MUSKOGEE,
CLAREMORE, OKLAHOMA JULY 20, 2009

CALL TO ORDER

Meeting called to order by Mayor Brant Shallenburger at
6:20 P.M.

ROLL CALL

Mayor Shallenburger asked Nan Pope to note that members are present/absent as indicated below:

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

Absent: None

Staff Present: Matt Mueller, Nan Pope, Randy Elliott, Tim Miller, Ruby Maline, Daryl Golbek, Phil Stowell, Cassie Sowers, Mickey Perry, Gary Allphin, Ron & Jeff Kolker, Joe Perez, Cody, Cole Stout, Troy Powell

Others: Alice Pridmore

ACCEPTANCE OF AGENDA

Motion by Mullenger, second by Guthrie that the agenda for the regular council meeting of July 20, 2009 be approved as written. 9 yes, Mullenger, Guthrie, Lehman, Watson, Myers, Robertson, Shallenburger, Webber, Chase.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

Alice Pridmore - Recognition and presentation to John Miller, 706 S. Muskogee and Karen Willhoite, DDS, 500 E. Blue Starr Drive, recipients of Care More for Claremore's properties of the month for improvement on aesthetic value of neighborhood.

CALL TO THE PUBLIC

None

MAYOR'S REPORT & APPOINTMENTS

Motion by Mullenger, second by Guthrie to approve recommendation by Mayor Shallenburger to appoint **Tammy Lawson** to the Claremore Emergency Medical Services Board to complete unexpired term of Jennie Bible to March, 2011. 9 yes, Mullenger, Guthrie, Watson, Myers, Robertson, Shallenburger, Webber, Chase, Lehman.

STAFF REPORTS

Discussion/Approve/Reject report by Kolker & Kolker, CPA for June 30, 2009 financial reports.

Matt Mueller - financial statement - Ron Kolker

Chase - I have a series of questions

1. Like to start off with telling about your resumes you and your son - has "Big 8" exp - Arthur Anderson before he came to work for me
2. Describe new structure, with comments meeting charter - Finance Director reports to Council (Kolker & Kolker) - not City Manager - we recommended you hire firm of Kolker & Kolker, Inc. and they would be over that Department. Then, when the Manager of Finance Dept. was hired, they (finance department) would answer to the City Manager.
3. When were you hired? by Oct, 2008; hired to be interim finance director until new one hired - we had 2 employees with a few days experience and one employee off recovering from surgery - we found out 6-30-07 none of bank accounts reconciled - trust accounts - adjustments not made - we found five accounts out of balance including general fund

Chase - when did you complete objective - is it unusual to step in and find books in this shape?

Kolker - highly

Chase - does it appear any money missing

Ron Kolker - No

Ron Kolker - we are used to council getting monthly financial statements - you should continue to expect monthly statements

Chase - Isn't it correct if we hired an outside audit firm to advise council, that is what they should do - \$38,500 they were paid - Archambo & Mueggenborg

Ron Kolker - More work they do - more they will charge

Terry - previous finance director - previous audit firm - provide proper and accurate - all your years of experience have you ever come across a situation like this?

Ron Kolker - no

Webber - scale of 1-10 - job of City Treasurer - less than 5

Myers - entries?

Ron Kolker - Make entries in system into computer

Myers - on the past finance director from 1-10 are you saying they were lax in duties and where does that come from? As a "5" where did it come from, what score, and how far behind?

Ron Kolker - I don't know reason - I'm not picking on anyone

Myers - She gave us reports, would you say (financial) that report she gave wasn't up to date?

Kolker - I couldn't say.

Last financial reports should be on computer - March 2007

Webber - during that time frame, 5-6 reports required only 2 presented.

Powell - Mae might have last two quarterly reports - I will check

Webber - 16 months arrears

Don Myers - how can we fairly say that person did not do her job properly?

Webber - you will find out in executive session.

Ron Kolker - you have the following:

- 1 current statement of assets
 - 2 bonds payable
 - 3 bonds available for construction
- Current assets and liabilities - all funds have cash

Bonds-payables - you have 5 sets - debt requirement until maturity

- 1 8 million - hospital trust
- 2 9 450 million - Expo - Wastewater Treatment Plant - 1 cent
- 3 27 million - refinance
- 4 electric
- 5 electric
- 6 11 million - hospital sale trust has some good investments - can't spend without vote of the people - only water & sanitary sewer
- 7 construction - don't worry if negative balance - comes out of revolving - BOK brings back up out of negative

Chase - where are we spending money today? I want a flow chart or pie chart to give example of income and expenses and broken down by departments.

CURRENT BUSINESS

Mickey Perry - original roof

Matt Mueller - project bid - tearing off gap in fascia board - extra material needed - if not built up it would cause leaking - cedar slats were added to roof to increase height.

Webber - Phil future track record of expenses

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

- (a) Minutes of Regular Council meeting on July 06, 2009, as printed.

EXECUTIVE SESSION

Motion by Mullenger, second by Guthrie to approve going into executive session to discuss the following items:

(a) Police 2009/2010 contract. 25 O.S. Section 307 B.2.

(b) Confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or processing in the public interest - Auditors Archambo & Mueggenborg. 25 O.S. Section 307 B.4.

9 yes, Mullenger, Guthrie, Shallenburger, Webber, Chase, Lehman, Watson, Myers, Robertson. **TIME 7:12 P.M.**

Council came out of executive session at **8:24 P.M.**

No action taken on above items **(a)** and **(b)**.

ADJOURN

Motion by Mullenger, second by Guthrie to adjourn. 9 yes, Mullenger, Guthrie, Lehman, Watson, Myers, Robertson, Shallenburger, Webber, Chase.

Meeting adjourned at **8:25 P.M.**