

Minutes of Claremore Cultural Development Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee,
Claremore, Oklahoma December 21, 2009

CALL TO ORDER

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

ROLL CALL

Nan Pope called roll. The following were:

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

Absent: Tony Mullenger, Mick Webber

Staff Present: Troy Powell, Matt Mueller, Nan Pope, Randy
Elliott, Mickey Perry, Chris Cochran, Tim
Miller, Mae Lee, Stan Brown, Jennifer Cummings,
Phil Stowell, Joe Perez, Ron Burrows, Joyce
Medlock

Pledge of Allegiance by all.

CALL TO THE PUBLIC

None

ACCEPTANCE OF AGENDA

Motion by Lehman, second by Watson that the agenda for the
regular CCDA meeting of December 21, 2009, be approved as
written. 7 yes, Lehman, Watson, Myers, Robertson, Guthrie,
Shallenburger, Chase.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

CURRENT BUSINESS

Motion by Lehman, second by Watson that the CCDA approve the
following consent items - except item **(d)** proposal for
supplements vendor at recreation Center from Performance
Supplements. **(Mitch Louderback)**

- (a)** Minutes of Claremore Cultural Development Authority
meeting on December 07, 2009, as printed.
- (b)** All claims as printed.
- (c)** Accept bid for new tractor from P&K Equipment in the
amount of \$9,999.60 with trade. (Purchasing with
Rogers County funds, -0- City funds) **(Ron Burrows)**

7 yes, Lehman, Watson, Robertson, Guthrie, Shallenburger,
Chase, Myers.

ADJOURNMENT

Motion by Lehman, second by Watson to adjourn. 7 yes, Lehman,
Watson, Guthrie, Shallenburger, Chase, Myers, Robertson.

Meeting adjourned at **6:03 P.M.**

**Minutes of Claremore Public Works Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee,
Claremore, Oklahoma December 21, 2009**

CALL TO ORDER

Meeting called to order by Mayor Brant Shallenburger at
6:04 P.M.

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

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

Absent: Tony Mullenger

Staff Present: Troy Powell, Matt Mueller, Nan Pope, Randy Elliott, Mickey Perry, Chris Cochran, Tim Miller, Mae Lee, Stan Brown, Jennifer Cummings, Phil Stowell, Joe Perez, Ron Burrows, Joyce Medlock

ACCEPTANCE OF AGENDA

Motion by Lehman, second by Watson that the agenda for the regular CPWA meeting of December 21, 2009, be approved as written. 8 yes, Lehman, Watson, Guthrie, Shallenburger, Webber, Chase, Myers, Robertson.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

CURRENT BUSINESS

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

- (a)** Minutes of Claremore Public Works Authority meeting on December 07, 2009, as printed.
- (b)** All claims as printed.
- (c)** Approve soliciting RFQ's for operation of City of Claremore Water & Wastewater Plants. **(Tim Miller)**
- (d)** Approve contract Amendment #1 with Professional Recovery Consultants, Inc. (PRC) for Utility billing collection services. **(Tim Miller/Joyce Medlock)**

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

EXECUTIVE SESSION

None

ADJOURNMENT

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

Meeting adjourned at **6:05 P.M.**

Minutes of Regular Council Meeting Council Chambers, City Hall, 104 S. Muskogee, Claremore, Oklahoma December 21, 2009

CALL TO ORDER

Meeting called to order by Mayor Brant Shallenburger at **6:06 P.M.**

ROLL CALL

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

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

Absent: Tony Mullenger

Staff Present: Troy Powell, Matt Mueller, Nan Pope, Randy Elliott, Mickey Perry, Chris Cochran, Tim Miller, Mae Lee, Stan Brown, Jennifer Cummings, Phil Stowell, Joe Perez, Ron Burrows, Joyce Medlock

ACCEPTANCE OF AGENDA

Motion by Lehman, second by Watson that the agenda for the regular council meeting of December 21, 2009 be approved as written. 8 yes, Lehman, Watson, Chase, Myers, Robertson, Guthrie, Shallenburger, Webber.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

Ray Brown - Recognition and presentation to Joe and Debra Willhoite, 817 N. Choctaw Ave., recipients of Care More for Claremore's property of the month for improvement on aesthetic value of neighborhood.

MAYOR'S REPORT & APPOINTMENTS

Webber - regards to this committee, what do they oversee?

Shallenburger - entire City - Randy, Troy

Troy - I set up a meeting in January for the Ethics Committee.

Motion by Lehman, second by Guthrie to approve recommendation by Mayor Shallenburger to re-appoint **John Cary** to the City of Claremore Board of Ethics to serve a **three (3) year** term to **September, 2012**. 8 yes, Lehman, Guthrie, Watson, Myers, Robertson, Shallenburger, Webber, Chase.

STAFF REPORTS

Troy - notice new utility drop box in east parking area - should be finished by the end of the week - will allow people to drop off payment and be on their way, not hold up traffic on west side of building.

CURRENT BUSINESS

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

- (a) Minutes of Regular Council meeting on December 07, 2009, as printed.
- (b) Minutes of Special Council meeting on November 16, 2009, as printed.
- (c) Minutes of Special Council meeting on November 30, 2009, as printed.
- (d) All claims as printed.
- (e) Actual salary claims for pay period ending **November 28, 2009** in the amount of **\$393,543.84** and estimated salary claims for next pay period in the amount of **\$500,000**.
- (f) Approve soliciting RFP's for Public Safety Radio System upgrade for dispatch center. **(Mickey Perry)**
- (g) Approve soliciting RFP's for dispatch area upgrade. **(Mickey Perry)**
- (h) Approve contribution refund to Michell Steanson, Susan McMillan, and David Rhoades from Oklahoma Municipal Retirement Fund (OMRF) **(Ruby Maline)**
- (i) Approve soliciting bids for CDBG 2008 #13431 Rehabilitation Sanitary Sewer System. **(Daryl Golbek)**
- (j) Approve soliciting bids for 2009 Oklahoma Department of Transportation Highway Tree Grant Project. **(Phil Stowell)**
- (k) Approve Deed of Dedication - Moore Street, South of Dupont Ave. - Harper Addition. **(Chris Cochran)**
- (l) Approve Supplemental and Modification Agreement #5 with Oklahoma Department of Transportation for project funding in Federal-Aid Funds for the Survey Services for the BNSFSP. **(Chris Cochran/Troy Powell)**

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

Troy - Look at item (1) on consent agenda to reimburse \$395,422 - surveyed - ODOT - taking proposals - not costing city any money.

Chase - we did an RFQ for professional services - we solicit?

Cochran - yes

Webber - who will actually do this?

Cochran - not me, I'm not a surveyor.

Webber - how long will it take?

Cochran - approximately 90 days.

Myers - where is W. Country Club in this?

Cochran - I will double check on it.

Lehman - I think it is important we get an answer on this.

Motion by Webber, second by Guthrie to approve Agreement between the City of Claremore and Tri-State Engineering for the survey services concerning the Burlington Northern/Santa Fe Separation Project in the amount of \$395,422 - to be reimbursed by ODOT, Project #320. 8 yes, Webber, Guthrie, Myers, Robertson, Shallenburger, Chase, Lehman, Watson.

Mickey - had input from Council and public

Myers - animal by nature would give Jennifer authority?

Jennifer - yes - special permit - department of wildlife - every situation

Motion by Webber, second by Lehman to adopt **Ordinance #2009-33** amending Title 9, Chapter 92, Sections 92.01, 92.03, 92.06, 92.10, 92.25, 92.32 and 92.33 of the Claremore Municipal Code of Ordinances regarding animals and fowl, providing for repealer and severability. 8 yes, Webber, Lehman, Robertson, Guthrie, Shallenburger, Chase, Watson, Myers.

EXECUTIVE SESSION

Motion by Lehman, second by Guthrie to approve going into executive session to discuss the following item(s): (a) and (b) only:

- (a) Discussing the purchase or appraisal of real property - Harper Addition/Safenet Services. Section 307 B.3.
 - (b) Discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee. 25 O.S. Section 307 B.1. **(City Attorney Position)**
- item (c) pulled from agenda:
- (c) 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.

8 yes, Lehman, Guthrie, Robertson, Shallenburger, Webber, Chase, Watson, Myers. **6:25 P.M.**

Council came out of executive session at **6:55 P.M.**

Motion by Lehman, second by Robertson to return to regular session. 8 yes, Lehman, Robertson, Guthrie, Shallenburger, Webber, Chase, Watson, Myers.

Motion by Guthrie, second by Lehman to adjourn.
Voice vote all said no.

Return to Safenet item.

Randy Elliott says - were you considering a 6 month contingency on receipt of grant from Reynolds Foundation? If you're so inclined, then you need to take action.

Motion by Webber, second by Guthrie to follow the option as indicated by Randy Elliott as stated above. 8 yes, Webber, Guthrie, Shallenburger, Chase, Lehman, Watson, Myers, Robertson.

No action taken on City Attorney item.

ADJOURN

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

Meeting adjourned at **6:58 P.M.**