

**Regular Minutes of the Claremore Cultural Development Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma June 21, 2010**

CALL TO ORDER

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

Mayor Brant Shallenburger asked Sarah Sharp to note that members are present/absent as indicated below:

Present: Brant Shallenburger, Don Myers, Flo Guthrie, Mick Webber, Tom Lehman, Paula Watson

Absent: Buddy Robertson, Tony Mullenger, Terry Chase

Staff Present: Tim Miller, Sarah Sharp, Matt Ballard, Ruby Maline, Phil Stowell, Ron Kolker, Joe Kays, Daryl Golbek, Mickey Perry, Joe Perez, Chris Cochran, Stan brown

Others Present: Bill Higgins, Sheila Condren, Tim Hight, Dave Burrows, Andy Armstrong, John Cary

County Staff Present: Dan Delozier, Peggy Armstrong, Mike Helm, Gene Haynes, Kirt Thacker

Pledge of Allegiance by all.

Invocation by Pastor Dave Mewbourne- First Assembly of God.

CALL TO THE PUBLIC

Tami Stogsdill 2419 W. Driftwood Dr. Claremore, OK 74017- Addressed Council Concerning:
City Code issues and violations
Regarding: utility easement setbacks, side yard setbacks and City Employee's misconduct

Jim Smith 102 W. 5th Street – Addressed Council Concerning:
New courthouse

ACCEPTANCE OF THE AGENDA

Motion by Lehman, second by Guthrie that the agenda for the regular CCDA meeting of June 21, 2010, be approved as written. Roll call vote: Lehman, yes; Guthrie, yes; Myers, yes; Shallenburger, yes; Webber, yes; Watson, yes. Motion carried.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

(a) Minutes of the Regular Claremore Cultural Development Authority Meeting on June 07, 2010 as printed.

(b) All Claims as printed.

Motion by Lehman, second by Guthrie that the CCDA approve the consent items as printed. Roll call vote: Lehman, yes; Guthrie, yes; Shallenburger, yes; Webber, yes; Watson, yes; Myers, yes. Motion carried.

ADJOURNMENT

Motion by Lehman, second by Guthrie to adjourn. Roll call vote: Lehman, yes; Guthrie, yes; Webber, yes; Watson, yes; Myers, yes; Shallenburger, yes. Motion carried.

Meeting adjourned at 6:08 P.M.

**Regular Minutes of Claremore Public Works Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma June 21, 2010**

CALL TO ORDER

Meeting called to order by Mayor Brant Shallenburger at 6:08 P.M.

Mayor Brant Shallenburger asked Sarah Sharp to note that members are present/absent as indicated below:

Present: Brant Shallenburger, Don Myers, Flo Guthrie, Mick Webber, Tom Lehman, Paula Watson

Absent: Buddy Robertson, Tony Mullenger, Terry Chase

Staff Present: Tim Miller, Sarah Sharp, Matt Ballard, Ruby Maline, Phil Stowell, Ron Kolker, Joe Kays, Daryl Golbek, Mickey Perry, Joe Perez, Chris Cochran, Stan brown

Others Present: Larry Steidley, Sheila Condren, Tim Hight, Dave Burrows, Andy Armstrong

County Staff Present: Dan Delozier, Peggy Armstrong, Mike Helm, Gene Haynes, Kirt Thacker

ACCEPTANCE OF THE AGENDA

Motion by Lehman, second by Guthrie that the agenda for the regular CPWA meeting of June 21, 2010, be approved as written. Roll call vote: Lehman, yes; Guthrie, yes; Watson, yes; Myers, yes; Shallenburger, yes; Webber, yes. Motion carried.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a) Minutes of the Regular Claremore Public Works Authority Meeting on June 07, 2010 as printed.
- (b) All Claims as printed.
- (c) Approve request to advertise for bids for the Water Treatment Plant Sludge Removal and Disposal.

Motion by Lehman, second by Guthrie to approve the consent items as listed. Roll call vote: Lehman, yes; Guthrie, yes; Myers, yes; Shallenburger, yes; Webber, yes; Watson, yes. Motion carried.

Executive Session pulled from Agenda

ADJOURNMENT

Motion by Lehman, second by Guthrie to adjourn. Roll call vote: Lehman, yes; Guthrie, yes; Shallenburger, yes; Webber, yes; Watson, yes; Myers, yes. Motion carried.

Meeting adjourned at 6:10 P.M.

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma June 21, 2010**

CALL TO ORDER

Meeting called to order by Mayor Brant Shallenburger at 6:10 P.M.

Mayor Brant Shallenburger asked Sarah Sharp to note that members are present/absent as indicated below:

Present: Brant Shallenburger, Don Myers, Flo Guthrie, Mick Webber, Tom Lehman, Paula Watson

Absent: Buddy Robertson, Tony Mullenger, Terry Chase

Staff Present: Tim Miller, Sarah Sharp, Matt Ballard, Ruby Maline, Phil Stowell, Ron Kolker, Joe Kays, Daryl Golbek, Mickey Perry, Joe Perez, Chris Cochran, Stan brown

Others Present: Larry Steidley, Sheila Condren, Tim Hight, Dave Burrows, Andy Armstrong

County Staff Present: Dan Delozier, Peggy Armstrong, Mike Helm, Gene Haynes, Kirt Thacker

ACCEPTANCE OF THE AGENDA

Motion by Lehman, second by Guthrie that the agenda for the regular City Council meeting of June 21, 2010, be approved as written. Roll call vote: Lehman, yes; Guthrie, yes; Webber, yes; Watson, yes, Myers, yes; Shallenburger, yes. Motion carried.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

None

MAYOR'S REPORT & APPOINTMENTS

None

STAFF REPORTS

CURRENT BUSINESS

- (2) Approve/Reject the following consent items:
 - (a) Minutes of the Regular Council Meeting on June 07, 2010 as printed.
 - (b) Minutes of the Special Budget Council Meeting on June 07, 2010 as printed.
 - (c) All Claims as printed.

- (d) Actual salary claims for pay period ending **May 29, 2010** in the amount of **\$379,442.25** and estimated salary claims for next pay period in the amount of **\$500,000**.
- (e) Approve request to accept Property insurance coverage by Chubb Insurance for a time period of July 1, 2010 to June 30, 2011 and to be able to make payments quarterly equaling a total of \$68,047.00. **(Sarah Sharp)**
- (f) Approve permission to accept renewal from Oklahoma Municipal Assurance Group (OMAG) for both General Liability Insurance and Vehicle Liability Insurance for 2010-2011 budget year. **(Sarah Sharp)**
- (g) Approve the 2010 s-11 Supplement to the City of Claremore Code of Ordinances for 2009 **Ordinance #2010-18**. **(Sarah Sharp)**
- (h) Approve request to solicit bids for veterinarian to provide spay/neuter and shots for adopted animals. **(Mickey Perry)**
- (i) Approve renewal contract with Cox Television for 911 services. **(Mickey Perry)**
- (j) Approve OMRF Contribution refund-Lump Sum Distribution-Rebecca Jensen. **(Ruby Maline)**
- (k) Approve renewal from Oklahoma Municipal Assurance Group "OMAG" for 2010-2011 Worker's Compensation Insurance in the amount of \$475,108.00 with the reduction of interest cost to March 31, 2010 in the amount of \$7,310.64 which will reduce the cost to \$467,797.36. **(Tim Miller)**

Motion by Lehman, second by Guthrie to approve the consent items as listed, with the exception of item (g). Roll call vote: Lehman, yes; Guthrie, yes; Watson, yes; Myers, yes; Shallenburger, yes; Webber, yes. Motion carried.

***Item (g):**

Motion by Webber, second by Guthrie to approve the 2010 s-11 Supplement to the City of Claremore Code of Ordinances for 2009 **Ordinance #2010-18**. Roll call vote: Webber, yes; Guthrie, yes; Myers, yes; Shallenburger, yes; Lehman, yes; Watson, yes. Motion carried.

(2) Discussion/Possible action concerning Destiny Life Church holding fireworks display on July 4th. **(Tim Miller)**

Motion by Webber, second by Guthrie to Approve contingent upon Fire Marshall's final approval to allow Fireworks Display at 2300 Southaven, and with the caveat that The City of Claremore will bill Destiny Life Church for City services at the event in the amount of \$200.00. Roll Call Vote: Webber, yes; Guthrie, yes; Lehman, yes; Watson, yes; Myers, yes; Shallenburger, yes. Motion carried.

(3) Approve/Reject memorandum of Agreement between the City of Claremore and CIEDA on the 2009 Trans-Modal Facility Project (Industrial Spur). **(Chris Cochran/Matthew Ballard)**

Motion by Webber, second by Guthrie to approve memorandum of Agreement between the City of Claremore and CIEDA on the 2009 Trans-Modal Facility Project

(Industrial Spur). Roll Call Vote: Webber, yes; Guthrie, yes; Watson, yes; Myers, yes; Shallenburger, yes; Lehman, yes. Motion carried.

(4)Approve/Reject renewal of First Vehicle Services Fleet Maintenance Contract. **(Tim Miller)**

Motion by Webber, second by Lehman to approve renewal of First Vehicle Services Fleet Maintenance Contract. Roll Call Vote: Webber, yes; Lehman, yes; Myers, yes; Guthrie, yes; Shallenburger, yes; Watson, yes. Motion carried.

(5)Approve/Reject amendment to Task Order NO. 6. **(Daryl Golbek)**

Motion by Lehman, second by Guthrie to approve amendment to Task Order NO. 6. Roll Call Vote: Lehman, yes; Guthrie, yes; Shallenburger, yes; Webber, yes; Watson, yes; Myers, yes. Motion carried.

(6)Approve/Reject signing an audit engagement letter with John Wingard, CPA. **(Kolker & Kolker, CPA/Ruby Maline)**

Motion by Webber, second by Lehman to approve signing an audit engagement letter with John Wingard, CPA. Roll Call Vote: Webber, yes; Lehman, yes; Watson, yes; Myers, yes; Guthrie, yes; Shallenburger, yes. Motion carried.

(7)Approve/Reject conducting a CDBG needs and performance hearing on the Claremore CDBG Small Cities Program. **(Andy Armstrong-INCOG)**

Motion by Lehman, second by Guthrie to approve conducting a CDBG needs and performance hearing on the Claremore CDBG Small Cities Program. Roll Call Vote: Lehman, yes; Guthrie, yes; Myers, yes; Shallenburger, yes; Webber, yes; Watson, yes. Motion carried.

Open public hearing at 6:27 P.M.

No Comments

Closed public hearing at 6:28 P.M.

(8)Approve/Reject Fiscal Year 2010 CDBG Participation Plan for the City of Claremore. **(Andy Armstrong-INCOG)**

Motion by Webber, second by Lehman to approve Fiscal Year 2010 CDBG Participation Plan for the City of Claremore. Roll Call Vote: Webber, yes; Lehman, yes; Guthrie, yes; Shallenburger, yes; Watson, yes; Myers, yes. Motion carried.

(9)Discussion/Possible action on 9 hole disc golf course at Claremore Lake. **(Tim Miller)**

Motion by Webber, second by Guthrie to approve **Resolution #2010-11**, with the following exceptions:

1. Claremore Lake Park is changed to City of Claremore Park Systems
2. The resolution is a non-binding statement of support
3. The project will come before the Council for final approval

Roll Call Vote: Webber, yes; Guthrie, yes; Shallenburger, yes; Lehman, yes; Watson, yes; Myers, yes. Motion Carried.

(10) Discussion/Possible action concerning City Council Ethics **Ordinance #2010-19.**
(Joe Perez)

Motion by Webber, second by Guthrie to approve City Council Ethics **Ordinance #2010-19.** Roll Call Vote: Webber, yes; Guthrie, yes; Myers, yes; Shallenburger, yes; Lehman, yes; Watson, yes. Motion carried.

(11) Discussion/Possible action concerning Ethics ordinance disclosure form **Resolution #2010-10. (Joe Perez)**

Motion by Webber, second by Guthrie to approve Ethics ordinance disclosure form **Resolution #2010-10.** Roll Call Vote: Webber, yes; Guthrie, yes; Shallenburger, yes; Lehman, yes; Watson, yes; Myers, yes. Motion carried.

(12) Discussion only: City/County Partnership

(a) Missouri Street Road Closure-District Attorney Gene Haynes gave the Council a brief update. DA Haynes states that they have been provided a 1974 Ordinance by the City of Claremore that requires a 30 day notice to all franchise holders and property owners within 100 ft. They are in the process of determining that information right now. He believes that they will have all of the necessary steps taken within 45 days. He further states that the County has a meeting with the architect and surveyor tomorrow (6/22/10) afternoon so that they will know the exact location of where everything is at.

(b) Traffic Loop Study-Commissioner Thacker addressed the Council regarding the traffic loop study. He states that he has a Circuit Engineering District meeting on Thursday (6/24/10) where he intends to put it on their 5 year plan. This will meet one of the requirements that were cited by Assistant District Attorney Barry Farbro in his written opinion.

Councilmember Myers had some questions regarding the different requirements.

***A complete audio recording of the discussion was made and will be maintained by the City Clerk.**

***Item (13) pulled, no action taken.**

(13) Discussion/Possible action on Road and Alley closing: S Missouri Ave from W 1st St to W Patti Page Blvd fro Rogers County Courthouse Building Project and Alley to immediate West of current Rogers County Jail.

EXECUTIVE SESSION

Approve/Reject going into executive session to discuss the following item(s).

(a) Employment, hiring, appointment, or resignation of any salaried public officer or employee, specifically, the City Manager position, including discussion related to the City Manager search and individual candidates for City Manager, pursuant to 25 O.S. Section 307 (B) (2).

Motion by Lehman, second by Myers to approve going into Executive Session to discuss item (a). Roll call vote: Lehman, yes; Myers, yes; Guthrie, yes; Shallenburger, yes;

Webber, yes; Watson, yes. Motion carried. Council entered executive session at 7:10 P.M.

Council came out of executive session at 7:38 P.M.

Motion by Guthrie, second by Lehman to approve returning to regular session. Roll call vote: Guthrie, yes; Lehman, yes; Shallenburger, yes; Webber, yes; Watson, yes; Myers, yes. Motion carried.

Statement of executive session minutes was read by Mayor Brant Shallenburger: While in executive session, only items as printed were discussed. No votes were cast and no action was taken.

(e)Discussion/Possible action concerning City Manager search.

Motion by Shallenburger, second by Watson to appoint a City Manager Search Committee consisting of: Mick Webber, Tom Lehman, Flo Guthrie and Don Myers. Roll Call Vote: Shallenburger, yes; Watson, yes; Myers, yes; Guthrie, yes; Webber, yes; Lehman, yes. Motion carried.

ADJOURNMENT

NOTE: The Council thought the quarterly update was on its own agenda. Once they realized it was not, they voted to go back into session.

Motion by Lehman, second by Watson to adjourn. Roll call vote: Lehman, yes; Watson, yes; Myers, yes; Shallenburger, yes; Webber, yes; Guthrie, yes. Motion Carried.

Meeting adjourned at 7:40 P.M.

Vote to return back to Regular Session.

Motion by Guthrie, second by Lehman to return to regular session. Roll Call Vote: Guthrie, yes; Lehman, yes; Myers, yes; Shallenburger, yes; Webber, yes; Watson, yes. Motion carried.

(13)Discussion only: Quarterly Finance Update.

Ron Kolker presented a brief quarterly finance update. Councilman Webber asked Mr. Kolker to commit to the Council to have the 7/1/09-6/30/10 Fiscal Year closing figures to present to Council at the second meeting in August (8/16/10). Mr. Kolker Agreed.

ADJOURNMENT

Motion by Webber, second by Lehman to adjourn. Roll Call Vote: Webber, yes; Lehman, yes; Guthrie, yes; Shallenburger, yes; Watson, yes; Myers, yes. Motion carried.

Meeting adjourned at 7:50 P.M.