

**Regular Minutes of the Claremore Cultural Development Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma February 21, 2011**

CALL TO ORDER

Meeting called to order by Mayor Flo Guthrie at 6:00 P.M.

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

Present: Terry Willis, Buddy Robertson, Cory Williams, Flo Guthrie,
Thomas Cypert, Dwayne Caldwell, Terry Adams, Paula Watson

Absent: Kimber Cobb

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Sean Douglas, Ruby
Maline, Cassie Woods, Chris Cochran, Joyce Medlock, Ron Kolker,
Donnie Burgess, Kesslie Wilson, Matt Wilson

Pledge of Allegiance by all.

Invocation by Pastor Paul Simpson, Memorial Heights Baptist Church

CALL TO THE PUBLIC

None

ACCEPTANCE OF THE AGENDA

Motion by Watson, second by Adams that the agenda for the regular CCDA meeting of February 21, 2011, be approved as written. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; Adams, yes; and 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 February 07, 2011, as printed.
- (b)** All Claims as printed.

Motion by Watson, second by Adams that the CCDA approve the consent items as printed. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; Adams, yes; Watson, yes. Motion carried.

ADJOURNMENT

Motion by Watson, second by Williams to adjourn. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; Adams, yes; Watson, yes.
Motion carried.

Meeting adjourned at 6:04 P.M.

**Regular Minutes of Claremore Public Works Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma February 21, 2011**

CALL TO ORDER

Meeting called to order by Mayor Flo Guthrie at 6:04 P.M.

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

Present: Terry Willis, Buddy Robertson, Cory Williams, Flo Guthrie,
Thomas Cypert, Dwayne Caldwell, Terry Adams, Paula Watson

Absent: Kimber Cobb

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Sean Douglas, Ruby
Maline, Cassie Woods, Chris Cochran, Joyce Medlock, Ron Kolker,
Donnie Burgess, Kesslie Wilson, Matt Wilson

ACCEPTANCE OF THE AGENDA

Motion by Watson, second by Adams that the agenda for the regular CPWA meeting of February 21, 2011, be approved as written. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; Adams, 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 Claremore Public Works Authority regular meeting on February 07, 2011, as printed.
- (b)** All claims as printed.
- (c)** Award 13898 CDBG 2009 Sanitary Sewer Rehabilitation Project to T & G Excavating, Inc. in the amount of \$244,444.00 for the Base Bid and Add Alternates 1, 2, & 3.
- (d)** Request to advertise and solicit bids for two Automated Sanitation Trucks.

Motion by Watson, second by Willis to approve the consent items as listed, with the exception of item (c). Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; Adams, yes; Watson, yes. Motion carried.

(2) Discussion and possible action on a change order request to extend the length of contract by 80 days with Grimm Construction on the Wastewater Treatment Plant improvements. **(Chris Cochran)**

Motion by Watson, second by Cypert to approve extending the contract with Grimm Construction by 80 days for the Wastewater Treatment Plant improvements. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; Adams, yes; and Watson, yes. Motion carried.

(3) Discussion and possible action on a change order request for additional inspection services with Garver, LLC on the Wastewater Treatment Plant improvements.

(Chris Cochran)

Motion by Watson, second by Cypert to approve the change order request for additional inspection services with Garver, LLC on the Wastewater Treatment Plant improvements. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; Adams, yes; and Watson, yes. Motion carried.

ADJOURNMENT

Motion by Watson, second by Willis to adjourn. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; Adams, yes; Watson, yes. Motion carried.

Meeting adjourned at 6:18 P.M.

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma February 21, 2011**

CALL TO ORDER

Meeting called to order by Mayor Flo Guthrie at 6:18 P.M.

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

Present: Terry Willis, Buddy Robertson, Cory Williams, Flo Guthrie, Thomas Cypert, Dwayne Caldwell, Terry Adams, Paula Watson

Absent: Kimber Cobb

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Sean Douglas, Ruby Maline, Cassie Woods, Chris Cochran, Joyce Medlock, Ron Kolker, Donnie Burgess, Kesslie Wilson, Matt Wilson

ACCEPTANCE OF THE AGENDA

Motion by Watson, second by Adams that the agenda for the regular City Council meeting of February 21, 2011, be approved as written. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; Adams, yes; Watson, yes. Motion carried.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

None

MAYOR'S REPORT & APPOINTMENTS

None

STAFF REPORTS

None

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a)** Minutes of the Special Council Meeting on January 25, 2011.
- (b)** Minutes of the Special Council Meeting on January 27, 2011.
- (c)** Minutes of the Special/Pre-Council Council Meeting on February 07, 2011, as printed.

- (d) Minutes of the Regular Meeting on February 07, 2011, as printed.
- (e) All claims as printed.
- (f) Actual salary claims for pay period ending January 07, 2011 in the amount of \$382,818.70 and estimated salary claims for next pay period in the amount of \$500,000.00.
- (g) Oklahoma Municipal Retirement Fund (OMRF) Contribution Lump Sum Distribution to Michael (Mickey) Perry. **(Ruby Maline)**
- (h) Approval of Emergency Management Performance Grant agreement for the FY2011. **(Sean Douglas)**

Motion by Watson, second by Adams to approve the consent items as listed. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; Adams, yes; Watson, yes. Motion carried.

- (2) **Approve/Reject** the audit for year ending June 30, 2009 from Wingard, Ragsdale, and Langley CPA. **(Ruby Maline)**

Item #2 was tabled, Auditor Floyd Langley was not present to discuss the audit.

- (3) **Approve/Reject Ordinance # 2011- _____**, changing the zoning of a parcel of land in the W/2 SE/4 SW/4, to the City of Claremore, Oklahoma and being part of Section 19, Township 21 North, Range 16 East of the I.B. & M., Rogers County, State of Oklahoma, from CG (General Commercial District) to RS-3/PUD (Residential Single Family High Density/ Planned Unit Development District) and directing the appropriate amendment to the zoning map of the City of Claremore, OK. **(Chris Cochran)**

Motion by Caldwell to approve the zoning request. Motion failed due to a lack of a second.

Item #3 was then tabled until the March 07, 2011 meeting.

- (4) **Approve/Reject Ordinance #2011- _____**, changing the zoning of a parcel of land in Section 20, Township 21 North, Range 16 East, of the I.B.& M., Rogers County, State of Oklahoma, by repealing a portion of the Supplemental Planned Unit Development (PUD) and reverting to the underlying Commercial High (CH) Zoning. **(Chris Cochran)**

Item # 4 was tabled at the applicant's request.

- (5) **Approve/Reject Ordinance # 2011- _____**, amending Title XV of the Claremore Municipal Code by adding Chapter 157 to Title XV and requiring permits for the construction of fences, establishing procedures for obtaining fence permits, establishing fees for fence permits and penalties for the violations of this Ordinance and providing for repealer and severability to further the intents and purposes of this amendment. **(Chris Cochran)**

Motion by Watson, second by Robertson to approve **Ordinance # 2011- 4**, amending Title XV of the Claremore Municipal Code by adding Chapter 157 to Title XV and requiring permits for the construction of fences, establishing procedures for obtaining fence permits, establishing fees for fence permits and penalties for the violations of this Ordinance and providing for repealer and severability to further the intents and purposes of this amendment. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; Adams, yes; and Watson, yes. Motion carried.

(6) Discussion and possible action regarding a proposal by Mr. David Lees to acquire land currently owned by the City of Claremore at Claremore Lake in exchange for property owned by Mr. Lees, including requiring Mr. Lees to obtain an appraisal of the properties, to provide documents and information regarding the properties, and to take any other action deemed advisable prior to Council consideration of the proposal. **(Chris Cochran)**

Item # 6 was tabled. City Attorney Matt Ballard has some concerns and will need to investigate the land trade further. Ballard and City Engineer Chris Cochran will be in touch with Mr. Lees in regards to the matter.

(7) Discussion only: Discussion with Mickey Thompson, Interim Director of CIEDA (Claremore Industrial & Economic Development Authority).
(Daryl Golbek)

CIEDA Interim Director Mickey Thompson addressed the Council concerning the future of CIEDA and of its partnership with the City of Claremore. Board of Directors Chairman Tim Fleetwood also addressed the Council regarding the history and highlights of CIEDA. Fleetwood also introduced the CIEDA board members that were present: Jeff Jensen, Dr. Ray Brown, Steve Neely, Scott Thomas, and Jerry Feese.

(8) Discussion only: Special Events Funding for the 2011-2012 budget year.
(Daryl Golbek)

Council discussed Item #8 and asked that the funding requests be placed on the March 7, 2011 agenda for action.

(9) Discussion regarding possible annexation of the Estates at Pecan Ridge subdivision into the City limits.

Item #9 was discussed and will be placed on the agenda at a later date for action.

EXECUTIVE SESSION

Approve/Reject going into executive session to discuss the following item(s):
(Matt Ballard)

- (a) Discussing the purchase or appraisal of real property, specifically a parcel of property comprising approximately 35.48 acres located in the S/2 of Section 4, Township 21 North, Range 16 East of the I.B.& M., Rogers County, Oklahoma, the former site of the proposed regional wastewater treatment plant, pursuant to 25 O.S. Section 307 (B)(3).
- (b) Executive Session to discuss item (a).
- (c) Regular Session
- (d) Statement of executive session minutes
- (e) Discussion regarding item (a).

Motion by Cypert, second by Willis to enter into executive session. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; Adams, yes; and Watson, yes. Motion carried.

Council entered executive session at 7:42 P.M..

Council came out of executive session at 7:55 P.M.

Motion by Watson, second by Adams to return to regular session. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; Adams, yes; and Watson, yes. Motion carried.

Statement of executive session minutes was read by Mayor Flo Guthrie:
While in executive session only the items listed were discussed. No votes were cast and no decisions were made.

Motion by Watson, second by Robertson to direct the City Manager and City Attorney to negotiate the sell of property consistent with the discussion in executive session. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; Adams, yes; and Watson, yes. Motion carried.

ADJOURNMENT

Motion by Watson, second by Willis to adjourn. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; Adams, yes; and Watson, yes. Motion carried.

Meeting adjourned at 7:58 P.M.