

**Regular Minutes of the Claremore Cultural Development Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma September 6, 2011**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:00 P.M.

Mayor Mickey Perry asked City Clerk Sarah Sharp to note that members are present/absent as indicated below:

Present: Terry Willis, Mark Lepak, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson, Bill Flanagan

Absent: Buddy Robertson,

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Cassie Woods, Ruby Maline, Sean Douglas, Chris Cochran, Ron Kolker, Joyce Medlock, Tammy Wilson, Danny Wilson, Joe Kays, Ron Burrows, Stan Brown, Jean Hurst

Pledge of Allegiance by all.

Invocation by Tom Launius, Claremore First Presbyterian Church

CALL TO THE PUBLIC

Cathy Conger 16305 E. 470 Rd. Claremore

Ms. Conger addressed the Council concerning her Estate Sale business and the use of signage for her sales. She does not like the garage sale signs, and does not wish to use them because her sales are not garage sales.

ACCEPTANCE OF THE AGENDA

Motion by Watson, second by Flanagan to approve the agenda for the regular CCDA meeting of September 6, 2011, as written. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, 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 Claremore Cultural Development Authority meeting on August 15, 2011, as printed.

(b) All claims as printed.

Motion by Watson, second by Willis to approve the CCDA consent items as listed. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(2) Approve/Reject entering into a Memorandum of Understanding between the Oklahoma Department of Human Services (OKDHS), Rogers County and the Claremore Expo Center. **(Ron Burrows)**

Motion by Flanagan, second by Willis to approve entering into a Memorandum of Understanding between the Oklahoma Department of Human Services (OKDHS), Rogers County and the Claremore Expo Center, subject to the City Manager signing instead of the Expo personnel. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

ADJOURNMENT

Motion by Watson, second by Willis to adjourn. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

Meeting adjourned at 6:05 P.M.

**Regular Minutes of Claremore Public Works Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma September 6, 2011**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:05 P.M.

Mayor Mickey Perry asked City Clerk Sarah Sharp to note that members are present/absent as indicated below:

Present: Terry Willis, Mark Lepak, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson, Bill Flanagan

Absent: Buddy Robertson,

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Cassie Woods, Ruby Maline, Sean Douglas, Chris Cochran, Ron Kolker, Joyce Medlock, Tammy Wilson, Danny Wilson, Joe Kays, Ron Burrows, Stan Brown, Jean Hurst

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Willis to approve the agenda for the regular CPWA meeting of September 6, 2011, as written. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, 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 Claremore Public Works Authority regular meeting on August 15, 2011, as printed.
- (b)** All claims as printed.

Motion by Smith, second by Willis to approve the consent items as printed. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(2) Approve/ Reject Approve/ Reject Change Order #1 for a \$3,210.00 reduction with Tri-Star Utilities for the Oakwood Sewer System Replacement project. **(Chris Cochran).**

Motion by Flanagan, second by Smith to approve Change Order #1 for a \$3,210.00 reduction with Tri-Star Utilities for the Oakwood Sewer System Replacement project. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

ADJOURNMENT

Motion by Smith, second by Willis to adjourn. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

Meeting adjourned at 6:08 P.M.

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma September 6, 2011**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:08 P.M.

Mayor Mickey Perry asked City Clerk Sarah Sharp to note that members are present/absent as indicated below:

Present: Terry Willis, Mark Lepak, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson, Bill Flanagan

Absent: Buddy Robertson,

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Cassie Woods, Ruby Maline, Sean Douglas, Chris Cochran, Ron Kolker, Joyce Medlock, Tammy Wilson, Danny Wilson, Joe Kays, Ron Burrows, Stan Brown, Jean Hurst

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Willis to approve the agenda for the regular City Council meeting of September 6, 2011, as written. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

None

MAYOR'S REPORT & APPOINTMENTS

Mayor Perry reported that he had received a letter after the agenda had been printed from the U.S. Senate. The Senate has passed a Resolution and has asked Cities and Towns to pass resolutions also in remembrance of the 10th anniversary of the terrorist attacks. Perry stated he would like to take a moment and read from the Senate's resolution, since the Council will not have time to pass a Resolution before September 11th:

"This year we mark the 10th Anniversary of the terrorist attacks of September 11, 2001. To commemorate this occasion and pay tribute to those we lost, every person across the country is called on to stop and remember those we lost in the attacks.

The moment of remembrance will take place one full minute at noon Oklahoma time on September 11, 2011. All persons are asked to stop and remember the people we lost on that fateful day. We are asking people to cease work and other activities in an appropriate manner by ringing bells, honking vehicle horns, or sounding sirens.”

STAFF REPORTS

None

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a)** Minutes of the Regular Council Meeting on August 15, 2011, as printed.
- (b)** Minutes of the Special Council Meeting on August 18, 2011.
- (c)** All claims as printed.
- (d)** Actual salary claims for pay period ending **August 19, 2011**, in the amount of **\$379,421.33** and estimated salary claims to include contractual agreements for Fire Union Dues, Flexible Spending Accounts, Life Insurance, Fire Pension, Police Pension, Oklahoma Municipal Retirement Fund, Supplemental Vision, and Short/Long Term disability plans, Employee Recreation Center Fees, and United Way Contributions for next pay period in the amount of \$500,000.00. Payroll at \$500,000.00 amount to include payables.
- (e)** Approval to solicit bids for a used 66” drum asphalt roller. **(Danny Wilson)**
- (f)** Approval to solicit bids for a used nine wheel 68” rolling width pneumatic roller. **(Danny Wilson)**
- (g)** Approval to solicit bids for a used 2,000 gallon asphalt distributor truck. **(Danny Wilson)**
- (h)** Approval to solicit RFP for Pest Control Services at various City owned buildings. **(Sarah Sharp)**
- (i)** Approval to solicit bids for the Industrial Drive Bridge Replacement Project. **(Chris Cochran)**
- (j)** Approval to solicit bids for the Blue Starr Bridge Replacement Project (bridge located on Blue Starr Dr. 1.5 miles east of Hwy. 66). **(Chris Cochran)**

Motion by Watson, second by Flanagan to approve the consent items as listed. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(2) Update on Claremore Plaza Development.

Claremore Plaza Developer Jim Tapp was present to provide an update for Council on the project.

Tapp states that at the end of last week his company has submitted paperwork to the City of Claremore to be placed on the October 4th agenda to vacate the existing plat. All

required public notification has been sent out as well. The vacating of the existing plat is requested because the existing roadways, utilities, etc. are not in line with the new plat. The following agenda will contain an agenda item for the approval or denial of the new plat.

Tapp stated that a 17,000 square foot self developing building and a hotel are the first things that should be completed. The new hotel will be located directly East of the existing hotel.

Tapp has been working with ODOT on the Blvd. entrance, which will be located off Hwy. 66 between the existing Lowe's and Rib Crib properties. The documents have been submitted to ODOT for the third time and they hope to have final approval by the end of September. As promised to the Council, the Blvd. section and signal relocation will be bid out in conjunction with the competitive bidding act. All other interior roads will be done by the contractor.

The existing building the Dollar General is located in encroaches 5ft. onto where the road should go off of Country Club Road. Tapp states that Dollar General has 3 years left on their lease as of June. His team has tried unsuccessfully to negotiate a new contract with them in order to get Dollar General relocated to a new building so that the existing building can be torn down for the road access. Because of these circumstances, Tapp states that even though it will be an added expense to his company, he feels that the best solution is to jog the road around the existing building for a temporary amount of time (until the Dollar General lease is expired), and then rebuild the altered section of the road according to the plat within 30 days of the building being demolished.

Tapp stated that there would be a gabion basket (a type of retaining wall) placed next to the Dollar General building to create a barrier so grading work can be done safely.

(3) Approve/Reject request to vary from the Engineering Design Criteria at the north road intersection of the Claremore Plaza. **(Chris Cochran)**

Motion by Flanagan, second by Lepak to approve the request to vary from the Engineering Design Criteria at the north road intersection of the Claremore Plaza as suggested by Jim Tapp, subject to at the end of the lease term with Dollar General, the roadway be modified according to the final plans. Roll call vote: Willis, no; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, no; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(4) Approve/Reject request from Police Chief Stan Brown to declare a "designated school zone" with a 20 mph speed limit on King Road (East and West bound) in the area in front of the Catalayah Elementary School. **(Stan Brown)**

Motion by Cypert, second by Flanagan to approve the request from Police Chief Stan Brown to declare a "designated school zone" with a 20 mph speed limit on King Road (East and West bound) in the area in front of the Catalayah Elementary School. Roll call

vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(5) Approve/ Reject request by Chief Brown to continue emergency telephone service fee (E 911 fee) at the same rate as last year (5% of the tariff rate). **(Stan Brown)**

Motion by Purkey, second by Willis to approve the by Chief Brown to continue emergency telephone service fee (E 911 fee) at the same rate as last year (5% of the tariff rate). Roll call vote: Willis, yes; Lepak, recuse; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(6) Approve/Reject bid from Shipman Veterinary for the Claremore Animal Shelter Annual Veterinary Services Contract. **(Stan Brown)**

Motion by Flanagan, second by Willis to accept the bid from Shipman Veterinary for the Claremore Animal Shelter Annual Veterinary Services Contract. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(7) Approve/ Reject purchase of a used asphalt laydown machine from Osage County in the amount of \$95,000.00. **(Danny Wilson)**

Motion by Smith, second by Willis to approve the purchase of a used asphalt laydown machine from Osage County in the amount of \$95,000.00. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(8) Approve/Reject denying economic development incentive for Leisure Hospitality Management, Inc. **(Daryl Golbek)**

Motion by Purkey, second by Cypert to approve denying economic development incentive for Leisure Hospitality Management, Inc.

Substitute motion by Flanagan, second by Smith to increase the subsidy by \$100,000.00, provided it is accepted or denied within 20 days from the date of this meeting, paid out over 5 years through additional sales tax, with the total amount not to exceed \$100,000.00, and the final contract will be brought back before Council for approval. Roll call vote: Willis, yes; Lepak, no; Flanagan, yes; Perry, no; Cypert, no; Purkey, no; Smith, yes; and Watson, yes. Motion failed.

Original motion was then voted upon:

Motion by Purkey, second by Cypert to approve denying economic development incentive for Leisure Hospitality Management, Inc. Roll call vote: Willis, no; Lepak, yes; Flanagan, no; Perry, yes; Cypert, yes; Purkey, yes; Smith, no; and Watson, no. Motion failed.

(9) Accept/Reject audit for the fiscal year ending June 30, 2010 from Wingard, Ragsdale, and Langley CPA. **(Ruby Maline)**

Floyd Langley of Wingard, Ragsdale, and Langley CPA presented the audit to Council.

Motion by Flanagan, second by Smith to approve the audit for the fiscal year ending June 30, 2010 from Wingard, Ragsdale, and Langley CPA. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(10) Approve/Reject Resolution # 2011-_____, ratifying acceptance of Grant offer for Airport Improvement Program, which will be used for removal of the Earthen Obstruction to Runway 35 Approach Surface at the Claremore Regional Airport. **(Daryl Golbek)**

Motion by Flanagan, second by Smith to approve **Resolution # 2011- 11**, ratifying acceptance of Grant offer for Airport Improvement Program, which will be used for removal of the Earthen Obstruction to Runway 35 Approach Surface at the Claremore Regional Airport. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

ADJOURNMENT

Motion by Perry, second by Willis to adjourn. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

Meeting adjourned at 7:53 P.M.