

**Regular Minutes of the Claremore Cultural Development Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma October 17, 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, Bill Flanagan, Mark Lepak, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson

Absent: None

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Ruby Maline, Sean Douglas, Chris Cochran, Joe Kays, Carolyn Chapman, Danny Wilson, Tammy Wilson, Cassie Woods, Ron Burrows

Pledge of Allegiance by all.

Invocation by Don Purkey

CALL TO THE PUBLIC

None

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Willis to approve the agenda for the regular CCDA meeting of October 17, 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 October 03, 2011, as printed.
- (b)** All claims as printed.

Motion by Smith, 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.

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 6:03 P.M.

**Regular Minutes of Claremore Public Works Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma October 17, 2011**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:03 P.M.

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

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

Absent: None

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Ruby Maline, Sean Douglas, Chris Cochran, Joe Kays, Carolyn Chapman, Danny Wilson, Tammy Wilson, Cassie Woods, Ron Burrows

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Willis to approve the agenda for the regular CPWA meeting of October 17, 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 October 03, 2011, as printed.
- (b)** All claims as printed.
- (c)** Approve advertising for bids for the Holiday Hills Lift Station Relocation Project. **(Chris Cochran)**
- (d)** Accept bid for 2 (two) 4-stage replacement pumps for the Oologah Raw Water Pump Station from Pump & Seal Improvements, Inc. in the amount of \$123,202.00. **(Danny Wilson)**

Motion by Perry, second by Watson to approve the consent items as printed. Roll call vote: Willis, yes; Lepak, yes; Flanagan, no; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

ADJOURNMENT

Motion by Watson, second by Smith 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 6:14 P.M.

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma October 17, 2011**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:14 P.M.

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

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

Absent: None

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Ruby Maline, Sean Douglas, Chris Cochran, Joe Kays, Carolyn Chapman, Danny Wilson, Tammy Wilson, Cassie Woods, Ron Burrows

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Willis to approve the agenda for the regular City Council meeting of October 17, 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

Approve/Reject Mayor Perry's recommendation to re-appoint Reverend Rodger L.B. Cutler to the City of Claremore Board of Adjustments, term to expire October 2014.

Motion by Smith, second by Willis to approve Mayor Perry's recommendation to re-appoint Reverend Rodger L.B. Cutler to the City of Claremore Board of Adjustments, term to expire October 2014. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

STAFF REPORTS

None

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a)** Minutes of the Regular Council Meeting on October 03, 2011, as printed.
- (b)** All claims as printed.
- (c)** Actual salary claims for pay period ending **September 30, 2011**, in the amount of **\$372,255.54** 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.
- (d)** Approval of employee contributions refund from Oklahoma Municipal Retirement Fund (OMRF) to George Mangrum. **(Ruby Maline)**
- (e)** Approval of Pest Control Services Bid from Tuggle Pest Control in the amount of \$600.00 per month.**(Sarah Sharp)**
- (f)** Accept quit claim deed from Harley Swan, Jr. for land that will house a new lift station along S 4160 Rd. that will service the QuickTrip Corporation Store Number 0040 which will be located in the Southeast corner of Highway 20 and the Will Rogers Tollgate Road. **(Chris Cochran)**
- (g)** Accept access easement from Harley Swan, Jr. for access to a new lift station that will be built along S 4160 Rd. that will service QuickTrip Corporation Store Number 0400 which will be located in the Southeast corner of Highway 20 and the Will Rogers Tollgate Road. **(Chris Cochran)**
- (h)** Accept utility easement from Rick and Cathey Swan for the QuickTrip Corporation Store Number 0040 that will be located in the Southeast corner of Highway 20 and the Will Rogers Tollgate Road. **(Chris Cochran)**

Motion by Watson, second by Cypert 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) Approve/Reject conducting a Public Hearing to start processing the closeout documents for 13898 (Community Development Block Grant) CDBG 09 and 14416 CDBG 2010. **(Andy Armstrong-Grand Gateway)**

Motion by Flanagan, second by Willis to open the Public Hearing to start processing the closeout documents for 13898 (Community Development Block Grant) CDBG 09 and 14416 CDBG 2010. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

Public Hearing opened at 6:18 p.m.

There were no public comments.

Motion by Flanagan, second by Willis to close the public hearing to start processing the closeout documents for 13898 (Community Development Block Grant) CDBG 09 and 14416 CDBG 2010. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

Public Hearing was closed at 6:20 p.m.

- (3) Approve/Reject renewal of contract with Grand Gateway Economic Development Association for Community Block Grant Administrative Services in the amount of \$6,972.00 for 14836 CDBG 11. (Daryl Golbek)**

Motion by Flanagan, second by Watson to approve renewal of contract with Grand Gateway Economic Development Association for Community Block Grant Administrative Services in the amount of \$6,972.00 for 14836 CDBG 11. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

- (4) Approve/Reject execution of documents for 14836 CDBG 11 and remittance of said documents to the Oklahoma Department of Commerce. (Daryl Golbek/Andy Armstrong)**

Motion by Watson, second by Willis to approve the execution of documents for 14836 CDBG 11 and remittance of said documents to the Oklahoma Department of Commerce. 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 Resolution # 2011-_____, pledging \$2 million dollars in construction costs to the Burlington Northern Santa Fe (BNSF) Separation Project if the TIGER Discretionary Grant is awarded to fund the Project. (Chris Cochran/Daryl Golbek)**

Motion by Flanagan, second by Smith to approve **Resolution # 2011- 12**, pledging \$2 million dollars in construction costs to the Burlington Northern Santa Fe (BNSF) Separation Project if the TIGER Discretionary Grant is awarded to fund the Project. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

- (6) Approve/Reject Ordinance #2011-_____, changing the zoning for a part of Lot 1, Block 1, McClellan Addition (1321 N. Sioux Ave.) from RS-3 (Residential Single-Family High Density District) to CG (General Commercial District), and directing the appropriate amendment to the city of Claremore zoning map. (Chris Cochran)**

Motion by Flanagan, second by Watson to approve **Ordinance #2011- 27**, changing the zoning for a part of Lot 1, Block 1, McClellan Addition (1321 N. Sioux Ave.) from RS-3 (Residential Single-Family High Density District) to CG (General Commercial District), and directing the appropriate amendment to the city of Claremore zoning map. 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 requests from Safenet Services to waive building permit fees and utility connection fees for their new facility that is to be located at the corner of Chambers Ave. and Dupont St. **(Daryl Golbek)**

Motion by Purkey, second by Smith to approve requests from Safenet Services to waive building permit fees and utility connection fees in the amount of \$12,340.00 for their new facility that is to be located at the corner of Chambers Ave. and Dupont St.

Substitute motion by Smith, second by Flanagan to approve requests from Safenet Services to waive building permit fees and utility connection fees in the amount of \$6,170.00 for their new facility that is to be located at the corner of Chambers Ave. and Dupont St. Roll call vote: Willis, yes; Lepak, no; Flanagan, yes; Perry, yes; Cypert, no; Purkey, no; Smith, yes; and Watson, yes. Motion carried.

The original motion was not voted on due to the passing of the substitute motion.

(8) Approve/Reject upgrading Incode to version X (ten) and amending the 2011-2012 budget to pay for said upgrade. **(Carolyn Chapman/Ruby Maline)**

Motion by Flanagan, second by Cypert to approve upgrading Incode to version X (ten) and amending the 2011-2012 budget to pay for said upgrade. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(9) Approve/ Reject submission of the SLA Grant Application for Emergency Management related activities. **(Sean Douglas)**

Motion by Willis, second by Smith to approve the submission of the SLA Grant Application for Emergency Management related activities. 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 Budget Amendment for the Storm Siren Grant in the amount of \$50,542.00 (\$37,907.00 Grant funds and \$12,635.00 in City funds and/or in-kind services). **(Sean Douglas)**

Motion by Willis, second by Purkey to approve the Budget Amendment for the Storm Siren Grant in the amount of \$50,542.00 (\$37,907.00 Grant funds and \$12,635.00 in City funds and/or in-kind services). Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(11) Approve/Reject agreement with Volunteers for Youth to conduct BLAST After School Program, Youth Nights, and select summer camps/activities. **(Joe Kays)**

Motion by Smith, second by Flanagan to approve the agreement with Volunteers for Youth to conduct BLAST After School Program, Youth Nights, and select summer camps/activities. Roll call vote: Willis, recuse; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(12) Approve/Reject renewal of the Economic Development Services Agreement between the City of Claremore and the Claremore Industrial and Economic Development Authority (CIEDA). **(Daryl Golbek)**

Motion by Watson, second by Willis to approve the renewal of the Economic Development Services Agreement between the City of Claremore and the Claremore Industrial and Economic Development Authority (CIEDA). Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(13) Approve/Reject accepting the final payment and maintenance bonds for the 13957 SEECBG 09 Adaptive Traffic Control System Project. **(Chris Cochran)**

Motion by Flanagan, second by Willis to approve accepting the final payment and maintenance bonds for the 13957 SEECBG 09 Adaptive Traffic Control System Project. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(14) Approve/Reject Resolution #2011-_____, Approving a project agreement with the Oklahoma Department of Transportation (ODOT) and the City of Claremore, OK for the purpose of participating in the construction of an access road serving AXH Air-Coolers in the north Business Park. **(Cary Jester/Daryl Golbek)**

Motion by Flanagan, second by Lepak to approve **Resolution #2011- 13** , Approving a project agreement with the Oklahoma Department of Transportation (ODOT) and the City of Claremore, OK for the purpose of participating in the construction of an access road serving AXH Air-Coolers in the north Business Park. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(15) Discussion and action regarding the appointment of a Ward III City Councilor to fill the vacant Ward III Councilor position, including interviewing prospective Councilors and discussion and vote to appoint or not appoint a Council Member to represent Ward III for the remainder of the unexpired term or until the next City election. **(Daryl Golbek/ Matt Ballard)**

Councilors interviewed applicant Rebecca Askew for the Ward III City Councilor position.

Motion by Perry, second by Purkey to leave the Ward III Councilor seat vacant until the next City Election. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, no; Purkey, yes; Smith, yes; and Watson, no. 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 8:01 P.M.