

**Regular Minutes of the Claremore Cultural Development Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma December 05, 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, Buddy Robertson, Bill Flanagan, Mark Lepak, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson

Absent: None

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Chris Cochran, Cassie Woods, Ron Kolker, Stan Brown, Larry Hughes, Tammy Wilson, Sean Douglas, Matt Wilson, Ruby Maline, David Atzbach, Art Andrews

Pledge of Allegiance by all.

Invocation by Councilor Don Purkey

CALL TO THE PUBLIC

Daryl Ward of Adpro Signs requested to speak at the time the Business Sign agenda item was discussed, and then declined to speak when the item was addressed.

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Willis to approve the agenda for the regular CCDA meeting of December 05, 2011, as written. Roll call vote: Willis, yes; Robertson, 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 November 21, 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; Robertson, 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; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

Meeting adjourned at 6:02 P.M.

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:02 P.M.

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

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

Absent: None

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Chris Cochran, Cassie Woods, Ron Kolker, Stan Brown, Larry Hughes, Tammy Wilson, Sean Douglas, Matt Wilson, Ruby Maline, David Atzbach, Art Andrews

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Willis to approve the agenda for the regular CPWA meeting of December 05, 2011, as written. Roll call vote: Willis, yes; Robertson, 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 November 21, 2011, as printed.
- (b)** All claims as printed.
- (c)** Approve to award bid for the Holiday Hills Lift Station Relocation Project to Ron Welcher Construction in the amount of \$171,916.16. **(Chris Cochran)**

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

(2) Approve/Reject task order from Finley Engineering in the amount of \$189,028 for the Baker Hughes Substation project. **(Larry Hughes)**

Motion by Smith, second by Flanagan to approve the task order from Finley Engineering in the amount of \$189,028 for the Baker Hughes Substation project. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey,

yes; Smith, yes; and Watson, yes. Motion carried.

(3) Approve/Reject canceling the remainder of the Asplundh tree trimming contract.
(Larry Hughes)

Motion by Purkey, second by Robertson to approve canceling the remainder of the Asplundh tree trimming contract. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(4) Approve/Reject the purchase of a Altec bucket truck with a chipper box through GSA pricing in the amount of \$163,285.00). **(Larry Hughes)**

Motion by Smith, second by Purkey to approve the purchase of a Altec bucket truck with a chipper box through GSA pricing in the amount of \$163,285.00. Roll call vote: Willis, yes; Robertson, 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; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

Meeting adjourned at 6:54 P.M.

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma December 05, 2011**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:54 P.M.

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

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

Absent: None

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Chris Cochran, Cassie Woods, Ron Kolker, Stan Brown, Larry Hughes, Tammy Wilson, Sean Douglas, Matt Wilson, Ruby Maline, David Atzbach, Art Andrews

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Watson to approve the agenda for the regular City Council meeting of December 05, 2011, as written. Roll call vote: Willis, yes; Robertson, 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 asked Cassie Woods to inform the Council of a grant the City has recently been awarded:

Woods reported that Sr. Citizen's Center Director Sharon McDonald had made her aware of a grant opportunity through Grand Gateway. Woods applied for the grant for funds to renovate the dining hall at the new Sr. Citizen's facility. The City was awarded \$50,000.00. The grant required no matching funds.

STAFF REPORTS

City Attorney Matt Ballard reported that he had received the Attorney General's Opinion regarding Executive Session. The Attorney General's opinion affirmed the City's position on Executive Session.

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

(a) Minutes of the Regular Council Meeting on November 21, 2011, as printed.

- (b) All claims as printed.
- (c) Actual salary claims for pay periods ending **November 23, 2011**, in the amount of **\$378,653.10** 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 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 contribution lump sum distribution from Oklahoma Municipal Retirement Fund (OMRF) to Amber Weeks-Walker. **(Ruby Maline)**
- (e) Approval of Memorandum of Agreement (MOA) with the Oklahoma State Historic Preservation Officer (SHPO) and the Federal Highway Administration (FHWA) concerning the preservation of the WPA structure located at 103 S. J.M. Davis Blvd. and the Claremore Downtown Historic District regarding the Claremore Burlington Northern Santa Fe (BNSF) Grade Separation Project. **(Daryl Golbek)**
- (f) Approval of agreement with the Oklahoma Office of Homeland Security for fire equipment received through the Homeland Security Grant Program. **(Sean Douglas)**

Motion by Flanagan, second by Smith to approve the consent items as listed, with the exception of item (e). Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

- (2) **Approve/Reject Ordinance #2011-_____**, amending Title XV, Section 150.002 of the Claremore Municipal Code by adopting the International Residential Code 2009 Edition and providing for repealer and severability to further the intents and purposes of this amendment. **(David Atzbach)**

Motion by Flanagan, second by Perry to table item #2 until the December 19, 2011 agenda to allow staff time to contact the Home Builders Association. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

- (3) **Approve/Reject Ordinance #2011-_____**, amending Title XV, Section 150.061 of the Claremore Municipal Code by adopting the National Electric Code 2005 Edition and providing for repealer and severability to further the intents and purposes of this amendment. **(David Atzbach)**

Motion by Purkey, second by Smith to approve **Ordinance #2011- 28**, amending Title XV, Section 150.061 of the Claremore Municipal Code by adopting the National Electric Code 2005 Edition and providing for repealer and severability to further the intents and purposes of this amendment. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

- (4) **Discussion and possible action** on a request to final plat property at 705 S. Choctaw

Ave. for a residential duplex development. (**Chris Cochran**)

Motion by Purkey, second by Smith to approve the request to final plat property at 705 S. Choctaw Ave. for a residential duplex development. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

Council took a recess from 7:52 to 8:00 p.m. All members were present after the recess. Council then skipped to item (6).

(6) Discussion and update on the formation of a TIF (Tax Increment Finance) District in the Claremore Industrial Park. (**Daryl Golbek/Mickey Thompson**)

Mickey Thompson with Rogers County Industrial Development Authority (RCIDA) was present with Dan McMahan, special counsel to Claremore Economic Industrial Development Authority. Thompson and McMahan reviewed the process of forming a Tax Increment Finance (TIF) District and answered questions from Council. An agenda item will be placed on the December 19, 2011 agenda to approve or reject a Resolution to for a TIF Review Committee.

(5) Discussion and vote to approve/reject Resolution #2011- _____, giving notice and directing that a special election be held for the purpose of proposed charter amendments, declaring time when polls are to be open, stating requirements for election, stating requirements for ballot, making certain special election laws applicable, stating responsibilities of county election board and county election board secretary, requiring publication of resolution and providing for absentee ballots. (**Cassie Woods**)

Motion by Flanagan, second by Smith to remove Proposition 1 from Resolution 2011-14. Roll call vote: Willis, no; Robertson, yes; Lepak, no; Flanagan, yes; Perry, no; Cypert, no; Purkey, no; Smith, yes; and Watson, yes. Motion failed.

Motion by Perry, second by Purkey to approve Proposition 1 remaining in the Resolution 2011-14. Roll call vote: Willis, yes; Robertson, no; Lepak, yes; Flanagan, no; Perry, yes; Cypert, yes; Purkey, yes; Smith, no; and Watson, no. Motion carried.

Motion by Perry, second by Willis to approve Proposition 2 remaining in Resolution 2011-14. Roll call vote: Willis, yes; Robertson, no; Lepak, yes; Flanagan, no; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, no. Motion carried.

Motion by Purkey to approve Proposition 3 remaining in Resolution 2011-14. Motion died from lack of a second.

Motion by Willis, second by Smith to approve all remaining Propositions remaining in Resolution 2011-14. Roll call vote: Willis, yes; Robertson, yes; Lepak, no; Flanagan, no; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, no. Motion carried.

Watson left the Council Chambers at 8:45 p.m.

(6) Discussion, review and possible action regarding Signs: Chapter 11 of the City of Claremore Zoning Ordinance. **(Brandon Smith/Daryl Golbek)**

Councilors Cypert, Robertson, and Smith will review the sign code and bring recommendations back before the Council.

ADJOURNMENT

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

Meeting adjourned at 9:25 P.M.