

**Regular Minutes of the Claremore Cultural Development Authority Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma March 05, 2012**

**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, Buddy Robertson, Bill Flanagan, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson

**Absent:** None

**Staff Present:** Daryl Golbek, Matt Ballard, Sarah Sharp, Cassie Woods, Sean Douglas, Ruby Maline, Ron Kolker, Carolyn Chapman, Joe Kays, Chris Cochran, Ron Burrows, Todd Rue, Jim Ward

**Others Present:** Andy Armstrong-Grand Gateway, Mickey Thompson, Dan McMahan-RCIDA/TIF District

Pledge of Allegiance by all.

Invocation by Pastor Mark Burger-Redeemer Lutheran Church

**CALL TO THE PUBLIC**

Salesha Wilken- 2303 Ridgeview Lane

Addressed Council regarding the contractors working on the Westwood underground electric project and how they are not checking before boring, causing one outage already and delaying the project with avoidable repairs. Wilken also expressed her concern over the road closings for the bridge replacements. Wilken states that the newspaper has received a lot of complaints. Contractors are taking advantage of the 120 contract and it is an inconvenience to citizens.

**ACCEPTANCE OF THE AGENDA**

Motion by Smith, second by Willis to approve the agenda for the regular CCDA meeting of March 05, 2012, 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 February 20, 2012, as printed.
- (b)** All claims as printed.
- (c)** Award of soft drink pouring contract for the Expo to Great Plains Coca Cola for a period of 5 years. **(Ron Burrows)**

Motion by Watson, second by Cypert to approve CCDA 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.

## **ADJOURNMENT**

Motion by Willis, second by Watson 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 6:15P.M.

**Regular Minutes of Claremore Public Works Authority Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma March 05, 2012**

**CALL TO ORDER**

Meeting called to order by Mayor Mickey Perry at 6:15 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, Buddy Robertson, Bill Flanagan, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson
- Absent:** None
- Staff Present:** Daryl Golbek, Matt Ballard, Sarah Sharp, Cassie Woods, Sean Douglas, Ruby Maline, Ron Kolker, Carolyn Chapman, Joe Kays, Chris Cochran, Ron Burrows, Todd Rue, Jim Ward
- Others Present:** Andy Armstrong-Grand Gateway, Mickey Thompson, Dan McMahan-RCIDA/TIF District

**ACCEPTANCE OF THE AGENDA**

Motion by Watson, second by Willis to approve the agenda for the regular CPWA meeting of March 05, 2012, 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 February 20, 2012, as printed.
- (b)** All claims as printed.
- (c)** Approve request to solicit bids to install a 24 inch water line from Rutter Road to Sioux Ave. along Blue Starr Drive. **(Chris Cochran)**

Motion by Watson, second by Purkey to approve CPWA 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 Mutual Aid Agreement with Municipal Electric Systems of Oklahoma, Inc. (Larry Hughes)**

Motion by Watson, second by Flanagan approve the Mutual Aid Agreement with Municipal Electric Systems of Oklahoma, Inc. 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 Change Order # 1 with Ron Welcher Construction, Inc. for the Holiday Hills Lift Station Relocation Project in the amount of \$2,570.00. (Chris Cochran)**

Motion by Flanagan, second by Watson to approve Change Order # 1 with Ron Welcher Construction, Inc. for the Holiday Hills Lift Station Relocation Project in the amount of \$2,570.00. 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 Watson, 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 6:30 P.M.

**Minutes of Claremore City Council Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma March 05, 2012**

**CALL TO ORDER**

Meeting called to order by Mayor Mickey Perry at 6:30 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, Buddy Robertson, Bill Flanagan, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson

**Absent:** None

**Staff Present:** Daryl Golbek, Matt Ballard, Sarah Sharp, Cassie Woods, Sean Douglas, Ruby Maline, Ron Kolker, Carolyn Chapman, Joe Kays, Chris Cochran, Ron Burrows, Todd Rue, Jim Ward

**Others Present:** Andy Armstrong-Grand Gateway, Mickey Thompson, Dan McMahan-RCIDA/TIF District

**ACCEPTANCE OF THE AGENDA**

Motion by Willis, second by Watson to approve the agenda for the regular City Council meeting of March 05, 2012, 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**

None

**STAFF REPORTS**

Councilor Lepak reported to Council that the City Manager evaluation committee has met several times now and are getting close on the process in which will be followed. The committee should have an Executive Session agenda item within a few meetings to discuss the City Manager's evaluation.

**CURRENT BUSINESS**

**(1) Approve/Reject** the following consent items:

- (a) Minutes of the Regular Council Meeting on February 20, 2012, as printed.
- (b) All claims as printed.
- (c) Actual salary claims for pay periods ending **February 17, 2012**, in the amount of **\$373, 148.03** 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) Award of bid for Powers Park playground equipment to Game Time c/o Cunningham Recreation in the amount of \$24,999.88. **(Joe Kays)**
- (e) Award of bid for the purchase of materials for the John Carle Blvd. project as follows: Section 1 (Erosion Control Mat) to Pennington Seed in the amount of \$10,909.80; Section 2 (Box Culvert) to Scurlock Industries in the amount of \$16,292.00.**(Chris Cochran)**
- (f) Approve Change Order # 1 with Scurlock Industries for John Carle Blvd. project materials in the amount of \$10,176.00. **(Chris Cochran)**

Motion by Flanagan, second by Smith to approve Council consent items, except item (d), 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.

Motion by Flanagan, second by Smith to approve Council consent items (d) as printed, subject to verification of justification as to why the lowest bid was not selected. 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** declaring the following vehicles as surplus and authorizing its sale:

- Unit # 60 1979 Ford Sludge/Water Truck VIN#N70CVFF2706
  - Unit #190 2000 Chevy 7500 Kodiak bucket truck VIN#1GBM7H1COYJ516132
  - Unit #298 1989 Ford Ranger VIN#1FTCR10A5KUB74496
- (Joe Kays)**

Motion by Watson, second by Flanagan to approve declaring the following vehicles as surplus and authorizing its sale:

- Unit # 60 1979 Ford Sludge/Water Truck VIN#N70CVFF2706
- Unit #190 2000 Chevy 7500 Kodiak bucket truck VIN#1GBM7H1COYJ516132
- Unit #298 1989 Ford Ranger VIN#1FTCR10A5KUB74496

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) Discussion and Possible action** to investigate the possibility of declaring the property located at the northeast corner of Dupont Ave. and Chambers Ave. as surplus, authorizing its sale, based upon a 2010 appraisal or acquiring a current appraisal, to set the sale price. **(Joe Kays)**

Councilor Flanagan stated that he would like for Parks Director Joe Kays to look at all the vacant City owned parks properties in that area and make a recommendation to Council as to the viable uses for those properties.

Motion by Smith, second by Lepak to table item #3. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, no; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

- (4) Approve/Reject** taking the following action concerning 14836 CDBG 11 Walnut Park Sanitary Sewer Improvements:
- (a)** Designate the City's Chief Executive Officer, the Mayor, as the certifying officer under the National Environmental Policy Act of 1969 to assume overall responsibility for the environmental review process.
  - (b)** Make a Finding of Categorical Exclusion/Exempt from Release of Funds Publication on the Environment for the 14836 CDBG 11 Sanitary Sewer Infrastructure Program.
  - (c)** Authorize the Mayor to sign the CDBG Certification of Leverage, Environmental Certification and Request for Release of Funds.
- (Art Andrews/Andy Armstrong)**

Motion by Flanagan, second by Smith to approve taking the following action concerning 14836 CDBG 11 Walnut Park Sanitary Sewer Improvements:

- (a)** Designate the City's Chief Executive Officer, the Mayor, as the certifying officer under the National Environmental Policy Act of 1969 to assume overall responsibility for the environmental review process.
- (b)** Make a Finding of Categorical Exclusion/Exempt from Release of Funds Publication on the Environment for the 14836 CDBG 11 Sanitary Sewer Infrastructure Program.
- (c)** Authorize the Mayor to sign the CDBG Certification of Leverage, Environmental Certification and Request for Release of Funds.

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

- (5) Approve/Reject** Antidisplacement Plan for 14836 CDBG 11 Walnut Park Sanitary Sewer Improvements. **(Art Andrews/Andy Armstrong)**

Motion by Purkey, second by Smith to approve the Antidisplacement Plan for 14836 CDBG 11 Walnut Park Sanitary Sewer Improvements. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

**(6) Approve/Reject Resolution #2012-\_\_\_\_\_**, amending Resolution 2011-15, creating the Claremore local Development Act Review Committee (The “Review Committee”) and determining membership of the Review Committee; appointing a representative of the City Council and the City of Claremore-Rogers County Metropolitan Area Planning Commission to the Claremore Local Development Act Review Committee; ratifying the appointment of members to the Claremore Local Development Act Review Committee; directing the submission of a “Master Project Plan relating to the Claremore Industrial Park, Claremore, Oklahoma” to the Claremore Local Development Act Review Committee for its consideration; directing the Planning Commission to consider the proposed project plan and make any recommendations required by law; and containing other provisions relating thereto. **(Mickey Perry/Mickey Thompson)**

Motion by Flanagan, second by Lepak to approve **Resolution #2012- 1**, amending Resolution 2011-15, creating the Claremore local Development Act Review Committee (The “Review Committee”) and determining membership of the Review Committee; appointing a representative of the City Council and the City of Claremore-Rogers County Metropolitan Area Planning Commission to the Claremore Local Development Act Review Committee; ratifying the appointment of members to the Claremore Local Development Act Review Committee; directing the submission of a “Master Project Plan relating to the Claremore Industrial Park, Claremore, Oklahoma” to the Claremore Local Development Act Review Committee for its consideration; directing the Planning Commission to consider the proposed project plan and make any recommendations required by law; and containing other provisions relating thereto. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

**(7) Approve/Reject financial audit for the year end June 30, 2011 from Wingard, Ragsdale, and Langley. (Ruby Maline)**

Motion by Flanagan, second by Lepak to approve the financial audit for the year end June 30, 2011 from Wingard, Ragsdale, and Langley. 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 Perry, 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 7:25 P.M.