

**Regular Minutes of the Claremore Cultural Development Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma May 21, 2012**

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, Mark Lepak, Bill Flanagan, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson

Absent: None

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Sean Douglas, Ruby Maline, Carolyn Chapman, Chris Cochran, Tim White, Joe Kays, Sharon McDonald, Ron Kolker, Mitch Louderback

Pledge of Allegiance by all.

Invocation by Deacon Vince, St. Cecilia's Catholic Church

CALL TO THE PUBLIC

Janice Cowan 1302 N. Willow Dr. Claremore

Mrs. Cowan asked Council to consider extending hours of the Pelivan. She stated that she lives in the Milam Building and about 80% of the residents there use the Pelivan service as their primary transportation. As it is now, they have to be home by 4 p.m., and an increase in hours would give those residents and other citizens in Claremore more freedom.

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Watson to approve the agenda for the regular CCDA meeting of May 21, 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 May 07, 2012, as printed.
- (b) All claims as printed.

Motion by Smith, second by Watson 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.

(2) Approve/Reject adjusting the rates at the Claremore Recreation Center.
(Mitch Louderback)

Motion by Flanagan, second by Purkey to approve adjusting the rates at the Claremore Recreation Center. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, no; and Watson, yes. Motion carried.

ADJOURNMENT

Motion by Watson, second by Purkey 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 6:33 P.M.

**Regular Minutes of Claremore Public Works Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma May 21, 2012**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:33 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, Mark Lepak, Bill Flanagan, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson

Absent: None

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Sean Douglas, Ruby Maline, Carolyn Chapman, Chris Cochran, Tim White, Joe Kays, Sharon McDonald, Ron Kolker, Mitch Louderback

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Watson to approve the agenda for the regular CPWA meeting of May 21, 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 May 21, 2012, as printed.
- (b)** All claims as printed.

Motion by Smith, second by Watson 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 CPWA Resolution # 2102-_____, authorizing the issuance of the Claremore Public Works Authority utility system revenue refunding bonds, in one or more series; waiving competitive bidding on said bonds and authorizing the sale of such bonds at a discount ; approving such documents and agreements as may be

necessary or required; and containing other provisions relating thereto. (**Ron Kolker/Tom Hilbourne**)

City Finance Director Ron Kolker, Chris Gander with BOSC, and Tom Hilbourne-Bond Counsel were present to address any questions Council had.

Motion by Flanagan, second by Lepak to approve **CPWA Resolution # 2102- 2**, authorizing the issuance of the Claremore Public Works Authority utility system revenue refunding bonds, in one or more series; waiving competitive bidding on said bonds and authorizing the sale of such bonds at a discount ; approving such documents and agreements as may be necessary or required; 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.

ADJOURNMENT

Motion by Smith, 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 7:02 P.M.

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma May 21, 2012**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 7:02 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, Mark Lepak, Bill Flanagan, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson

Absent: None

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Sean Douglas, Ruby Maline, Carolyn Chapman, Chris Cochran, Tim White, Joe Kays, Sharon McDonald, Ron Kolker, Mitch Louderback

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Watson to approve the agenda for the regular City Council meeting of May 21, 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

Presentation of sponsorship for the Lilac Festival to Claremore Main Street by Clint Schelbitzki of the Union Pacific Railroad.

MAYOR'S REPORT & APPOINTMENTS

None

STAFF REPORTS

None

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on May 07, 2012, as printed.
- (b) All claims as printed.
- (c) Actual salary claims for pay periods ending **April 27, 2012**, in the amount of **\$371, 604.81** 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.

Motion by Smith, second by Lepak to approve the 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.

(2) Approve/Reject Resolution # 2012-_____, relating to the incurring of indebtedness by the Trustees of the Claremore Public Works Authority. **(Ron Kolker/Ron Hilborne)**

Motion by Flanagan, second by Willis to approve **Resolution # 2012- 3**, relating to the incurring of indebtedness by the Trustees of the Claremore Public Works Authority. 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 annual contract with Grand Gateway E.D. A. for City Wide Transportation (Pelivan Transportation Contract) in the amount of \$83,539.00. **(Sharon McDonald)**

Item #3 was discussed and will be placed on the June 4, 2012 agenda to allow staff time to review options with Grand Gateway for extending the hours of operation for the Pelivan Transportation service.

(4) Approve/Reject holding Public Hearing relating to the Traffic Light Synchronization Project. **(Tami McKeon-Grand Gateway)**

Motion by Flanagan, second by Willis to approve holding a Public Hearing relating to the Traffic Light Synchronization 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.

Public Hearing Opened: 7:42 P.M.

Those speaking:

Salesha Wilken of the Claremore Progress asked if the Project has been completed.

Motion by Flanagan, second by Willis to close the Public Hearing. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

Public Hearing Closed: 7:45 P.M.

(5) Approve/Reject closeout documents and Energy Master Plan for the Traffic Light Synchronization Project, and transmittal of said documents to the Oklahoma Department of Energy. **(Tami McKeon-Grand Gateway)**

Motion by Purkey, second by Watson to approve the closeout documents and Energy Master Plan for the Traffic Light Synchronization Project, and transmittal of said documents to the Oklahoma Department of Energy. 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 waiving the sidewalk requirement for the Park Crest Phase I along Choctaw Ave. **(Chris Cochran)**

This item was pulled at the request of the applicant. City Planner Chris Cochran stated staff and applicant have inspected the property and verified there is room to install the sidewalks without removing the trees.

(7) Approve/Reject the Park Crest Phase II Final Plat, located at 705 S. Choctaw Ave. **(Chris Cochran)**

Motion by Smith, second by Willis to approve Park Crest Phase II Final Plat, located at 705 S. Choctaw Ave. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(8) Approve/Reject purchase and installation of Phase II of the ShoreTel Phone system in the amount of \$44,450.82. **(Tim White)**

Motion by Watson, second by Flanagan to approve the purchase and installation of Phase II of the ShoreTel Phone system in the amount of \$44,450.82. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(9) Approve/Reject purchasing 24 desktop PC's and 6 laptops from Dell at the state contract price in the amount of \$30,859.53. **(Tim White)**

Motion by Purkey, second by Flanagan to approve purchasing 24 desktop PC's and 6 laptops from Dell at the state contract price in the amount of \$30,859.53. Roll call vote:

Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, no; and Watson, yes. Motion carried.

(10) Approve/Reject award of bid to Blackboard Connect, Inc. in the amount of \$15, 970.00 for emergency and mass communication product and services for the City of Claremore for one year and to permit staff to negotiated with Blackboard Connect to extend coverage to areas covered by the City's electric utility is desired and to align services with the City's fiscal year. **(Sean Douglas)**

Motion by Watson, second by Willis to approve award of bid to Blackboard Connect, Inc. in the amount of \$15, 970.00 for emergency and mass communication product and services for the City of Claremore for one year and to permit staff to negotiated with Blackboard Connect to extend coverage to areas covered by the City's electric utility is desired and to align services with the City's fiscal year. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(11) Approve/Reject award of bid to INCOG in the amount of \$44,000.00 to update the City of Claremore's Hazard Mitigation Plan. **(Sean Douglas)**

Motion by Flanagan, second by Smith to approve award of bid to INCOG in the amount of \$44,000.00 to update the City of Claremore's Hazard Mitigation Plan. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(12) Approve/Reject soliciting bids for Worker's Compensation Insurance. **(Carolyn Chapman)**

Motion by Flanagan, second by Smith to approve bids for Worker's Compensation Insurance. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

EXECUTIVE SESSION

Motion by Flanagan, second by Smith to enter into Executive Session to discuss the following items:

- (a) Discussing the employment evaluation of Daryl Golbek, City Manager, pursuant to 25 O.S. Section 307 (B)(1) and (7); and
- (b) Discussing collective bargaining labor negotiation proceedings concerning the Claremore Fire Union, IAFF Local 1077, pursuant to Oklahoma Statute title 25, Section 307 (b) (2); and
- (c) Discussing collective bargaining labor negotiation proceedings concerning the

Claremore Police Union, FOP Lodge #112, pursuant to Oklahoma Statute title 25, Section 307 (b) (2).

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 entered Executive Session at 8:50 P.M.

Council came out of Executive Session at 9:48 P.M.

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

Statement of Executive Session minutes was read by Mayor Perry:
While in Executive Session only the items listed were discussed. No votes were cast and no decisions were made.

Councilor Watson asked that the following be notated in the minutes:

While discussing item (a) in Executive Session Watson has issue with HR Director Carolyn Chapman being present during the discussion and having access to and viewing the employment evaluation of City Manager Daryl Golbek.

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 9:52 P.M.