

**Regular Minutes of the Claremore Cultural Development Authority Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma June 18, 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, Buddy Robertson, Mark Lepak, Bill Flanagan, Mickey Perry, Don Purkey, Paula Watson

**Absent:** Thomas Cypert, Brandon Smith

**Staff Present:** Daryl Golbek, Matt Ballard, Sarah Sharp, Sean Douglas, Ruby Maline, Carolyn Chapman, Chris Cochran, Tim White, Joyce Medlock, Jeremy Ledbetter, Stan Brown, Cassie Woods, Art Andrews, Ron Kolker, Jean Hurst

Pledge of Allegiance by all.

Invocation by Pastor Mark Heely, Church of the Nazarene

**CALL TO THE PUBLIC**

Alfred Erdmann- 804 S. Choctaw Ave.

Mr. Erdmann addressed the Council regarding a Children at Play sign that was taken down in his neighborhood due to construction and has not been replaced. He has been told by staff that the signs are ineffective and he does not believe so. He would like the sign put back up.

Mr. Erdmann also complained about a transformer in the easement behind his house in the 800 block, between Choctaw Ave. and Choctaw Pl. The trees are overgrown and are encroaching on the transformer and is becoming a safety hazard. He has contacted the Electric Department and the Council representatives in his ward, and was not satisfied with the response he received.

Perry Stafford- owner of Perry Dogs 103 N. Cherokee Ave.

Stafford is also concerned about the off-site advertising in the downtown area. He understood that the item would be on the Council agenda tonight to address. He states that two of the businesses are about ready to close their doors in the downtown area and the signage would greatly improve their foot traffic and visibility.

## ACCEPTANCE OF THE AGENDA

Motion by Flanagan, second by Willis to approve the agenda for the regular CCDA meeting of June 18, 2012, as written. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, 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 the Regular Claremore Cultural Development Authority meeting on June 04, 2012, as printed.
- (b) Minutes of the Special Claremore Cultural Development Authority meeting/Public Hearing on June 04, 2012, as printed.
- (c) Minutes of the Special Claremore Cultural Development Authority meeting on June 11, 2012, as printed.
- (d) All claims as printed.

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

**(2) Approve/Reject** 2011/2012 Budget Amendment. **(Ruby Maline)**

Motion by Purkey, second by Flanagan to approve 2011/2012 Budget Amendment. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; and Watson, yes. Motion carried.

## ADJOURNMENT

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

Meeting adjourned at 6:08 P.M.

**Regular Minutes of Claremore Public Works Authority Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma June 18, 2012**

**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, Buddy Robertson, Mark Lepak, Bill Flanagan, Mickey Perry, Don Purkey, Paula Watson  
**Absent:** Thomas Cypert, Brandon Smith  
**Staff Present:** Daryl Golbek, Matt Ballard, Sarah Sharp, Sean Douglas, Ruby Maline, Carolyn Chapman, Chris Cochran, Tim White, Joyce Medlock, Jeremy Ledbetter, Stan Brown, Cassie Woods, Art Andrews, Ron Kolker, Jean Hurst

**ACCEPTANCE OF THE AGENDA**

Motion by Watson, second by Willis to approve the agenda for the regular CPWA meeting of June 18, 2012, as written. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, 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 June 04, 2012, as printed.
- (b)** Minutes of Claremore Public Works Authority Special Meeting/Public Hearing On June 04, 2012, as printed.
- (c)** Minutes of Claremore Public Works Authority Special Meeting on June 11, 2012, as printed.
- (d)** All claims as printed.
- (e)** Approve award of annual concrete bid to Greenhill Materials in the following amounts:
  - 4000 psi PC Concrete with Fiber Mesh-\$84.00 per yard
  - 4000 psi PC Concrete-\$79.00 per yard
  - 3000 psi PC Concrete with Fiber Mesh-\$70.00 per yard

- 3000 psi PC Concrete -\$74.00 per yard (**Jeremy Ledbetter**)
- (f) Approve award of annual asphalt bid in the following amounts:
- Tulsa Asphalt**  
Hot Mix-Hot Lay Type "A"-Plant \$36.82-FOB \$43.32  
Hot Mix-Hot Lay Type "B"-Plant \$39.02-FOB \$45.52  
Hot Mix-Hot Lay Type "C"-Plant \$44.80-FOB \$51.30
- Dunham's Asphalt Service**  
Hot Mix-Cold Lay Asphalt-Plant \$87.50-FOB \$96.59 (**Jeremy Ledbetter**)
- (g) Approve award of annual Sand, Gravel, and Rock bid as follows:
- Greenhill Materials**  
1" Class A Rock-Plant &7.50-FOB \$11.75 per ton  
¾" Crusher Run-Plant \$5.00-FOB\$9.25 per ton  
3/8" Chips-Plant \$7.50-FOB \$11.75 per ton
- Pryor Stone**  
Screenings-Plant \$3.30-FOB \$7.95 per ton
- Muskogee Sand**  
Fill Sand-Plant \$3.00-FOB \$10.40 per ton (**Jeremy Ledbetter**)

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

- (2) **Approve/Reject** Change Order #1 with Cherokee Pride Construction for the Blue Starr Waterline Project in the amount of a \$11,952.48 decrease. (**Chris Cochran**)

Motion by Watson, second by Purkey to approve Change Order #1 with Cherokee Pride Construction for the Blue Starr Waterline Project in the amount of a \$11,952.48 decrease. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; and Watson, yes. Motion carried.

- (3) **Approve/Reject** Change Order #2 with Cherokee Pride Construction for the Blue Starr Waterline Project, adding two days (2) to be added to the contract and authorizing the expenditure of \$10,022.00 from the Cash Allowance. (**Chris Cochran**)

Motion by Flanagan, second by Perry to approve Change Order #2 with Cherokee Pride Construction for the Blue Starr Waterline Project, adding two days (2) to be added to the contract and authorizing the expenditure of \$10,022.00 from the Cash Allowance. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, no; and Watson, yes. Motion carried.

- (4) **Approve/Reject** 2011/2012 budget amendment. (**Ruby Maline**)

Item #4 was pulled from the agenda.

## **ADJOURNMENT**

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

Meeting adjourned at 6:17 P.M.

**Minutes of Claremore City Council Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma June 18, 2012**

**CALL TO ORDER**

Meeting called to order by Mayor Mickey Perry at 6:17 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, Don Purkey, Paula Watson

**Absent:** Thomas Cypert, Brandon Smith

**Staff Present:** Daryl Golbek, Matt Ballard, Sarah Sharp, Sean Douglas, Ruby Maline, Carolyn Chapman, Chris Cochran, Tim White, Joyce Medlock, Jeremy Ledbetter, Stan Brown, Cassie Woods, Art Andrews, Ron Kolker, Jean Hurst

**ACCEPTANCE OF THE AGENDA**

Motion by Willis, second by Watson to approve the agenda for the regular City Council meeting of June 18, 2012, as written. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, 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**

IT Director Tim White informed the Council that he currently has 5 major projects in process.

Kronos Timekeeping

Software Update-which will allow employee paystubs and utility bills to be emailed. Implementation will be in July and August. The upgrade will save 47 cents for every utility bill that is emailed.

30 new desktops-half have been installed, project to be completed by the end of the month

Phase II of the phone system- Phase II has been implemented  
Library server-should be installed by the end of this week

Upcoming Projects:

Server Virtualization

New Court and Code Enforcement Software

Evaluating current copiers and printer needs

Evaluating internet cost and speed

## **CURRENT BUSINESS**

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

- (a) Minutes of the Regular Council Meeting on June 04, 2012, as printed.
- (b) Minutes of the Special Council Meeting/Public Hearing on June 04, 2012, as printed.
- (c) Minutes of the Special Council Meeting on June 11, 2012, as printed.
- (d) All claims as printed.
- (e) Actual salary claims for pay periods ending **June 08, 2012**, in the amount of **\$371,325.00** 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.
- (f) Approve award of annual veterinary services contract to The Ark Animal Hospital. (**Jean Hurst**)
- (g) Approve award of annual concrete bid to Greenhill Materials in the following amounts:
  - 4000 psi PC Concrete with Fiber Mesh-\$84.00 per yard
  - 4000 psi PC Concrete-\$79.00 per yard
  - 3000 PC Concrete with Fiber Mesh-\$70.00 per yard
  - 3000 psi PC Concrete -\$74.00 per yard (**Jeremy Ledbetter**)
- (h) Approve award of annual asphalt bid in the following amounts:
  - Tulsa Asphalt**
    - Hot Mix-Hot Lay Type "A"-Plant \$36.82-FOB \$43.32
    - Hot Mix-Hot Lay Type "B"-Plant \$39.02-FOB \$45.52
    - Hot Mix-Hot Lay Type "C"-Plant \$44.80-FOB \$51.30
  - Dunham's Asphalt Service**
    - Hot Mix-Cold Lay Asphalt-Plant \$87.50-FOB \$96.59 (**Jeremy Ledbetter**)
- (i) Approve award of annual Sand, Gravel, and Rock bid as follows:
  - Greenhill Materials**
    - 1" Class A Rock-Plant &7.50-FOB \$11.75 per ton
    - ¾" Crusher Run-Plant \$5.00-FOB\$9.25 per ton
    - 3/8" Chips-Plant \$7.50-FOB \$11.75 per ton

**Pryor Stone**

Screenings-Plant \$3.30-FOB \$7.95 per ton

**Muskogee Sand**

Fill Sand-Plant \$3.00-FOB \$10.40 per ton (**Jeremy Ledbetter**)

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

**(2) Discussion** and update from Rogers County Historical Society regarding the process of the Claremore Museum to be located at 121 N. Weenonah Ave.

**(Mickey Perry)**

Tom Pool with the Claremore History Museum stated that funds have been raised and are continuing to be raised for the Museum. The floor plan for the museum must be open, and so the murals will have to be removed. They have had a professional photographer come in and photograph each mural, copies have been given to the families, and the museum will reproduce and display the murals in a smaller size. Fire Chief Sean Douglas has agreed to find a climate controlled storage facility for the murals until they can be displayed.

**(3) Approve/Reject** renewal of Property Insurance with Travelers for the FY 2012/2013.  
**(Sarah Sharp/ Dave Burrows)**

Motion by Purkey, second by Watson to approve the renewal of Property Insurance with Travelers for the FY 2012/2013, excluding terrorism and earthquake coverage, in the total amount of \$139,378.00. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, recuse; Perry, yes; Purkey, yes; and Watson, yes. Motion carried.

**(4) Approve/Reject** Special Event Funding Request from the Route 66 Cruisers Car Club for their annual car show. **(Daryl Golbek)**

Motion by Purkey, second by Robertson to approve Special Event Funding Request from the Route 66 Cruisers Car Club for their annual car show in the amount of a \$500 sponsorship. Roll call vote: Willis, yes; Robertson, yes; Lepak, no; Flanagan, no; Perry, no; Purkey, yes; and Watson, no. Motion failed.

**(5) Approve/ Reject** special use permit for Verizon, to allow the construction of a 130 ft. communications tower near Claremore Street and Missouri Street. **(Chris Cochran)**

Motion by Purkey, second by Flanagan to table Item # 5 until the July 2, 2012 meeting. Roll call vote: Willis, yes; Robertson, yes; Lepak, recuse; Flanagan, yes; Perry, yes; Purkey, yes; and Watson, yes. Motion carried.

**(6) Approve/Reject Ordinance #2012-\_\_\_**, changing the zoning of a parcel of land in Block 1 of the Ross Addition (207 Maiden Lane) to the City of Claremore and being

part of Section 9, Township 2 North, Range 16 East of the I.B. & M., Rogers County, State of Oklahoma, from RS-3 (Residential Single-Family High Density District) to RD (Residential Duplex District) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. **(Chris Cochran)**

Motion by Purkey, second by Willis to approve **Ordinance #2012- 8**, changing the zoning of a parcel of land in Block 1 of the Ross Addition (207 Maiden Lane) to the City of Claremore and being part of Section 9, Township 2 North, Range 16 East of the I.B. & M., Rogers County, State of Oklahoma, from RS-3 (Residential Single-Family High Density District) to RD (Residential Duplex District) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; and Watson, yes. Motion carried.

**(7) Approve/Reject** holding a Community Development Block Grant (CDBG) Needs Hearing on the Small Cities Program. **(Andy Armstrong)**

Motion by Watson, second by Flanagan to open a Community Development Block Grant (CDBG) Needs Hearing on the Small Cities Program. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; and Watson, yes. Motion carried.

Public Hearing opened at 7:30 p.m.

Andy Armstrong with Grand Gateway addressed the Council, detailing the process of the grant and what funds would be used for.

There were no public comments.

Motion by Flanagan, second by Willis to close the Community Development Block Grant (CDBG) Needs Hearing on the Small Cities Program. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; and Watson, yes. Motion carried.

**(8) Approve/Reject** approval of FY12 CDBG Citizens Participation Plan for the City of Claremore. **(Andy Armstrong)**

Motion by Flanagan, second by Willis to approve the FY12 CDBG Citizens Participation Plan for the City of Claremore. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; and Watson, yes. Motion carried.

**(9) Approve/Reject Resolution #2012-\_\_\_\_**, of the City of Claremore, approving participation in the Metropolitan Tulsa HOME Consortium and authorizing the Mayor to execute a HOME Investment Partnership Act Consortium Agreement. **(Steve Boettcher-INCOG)**

Motion by Watson, second by Purkey to approve **Resolution #2012- 6**, of the City of Claremore, approving participation in the Metropolitan Tulsa HOME Consortium and authorizing the Mayor to execute a HOME Investment Partnership Act Consortium Agreement. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; and Watson, yes. Motion carried.

**(10) Approve/Reject Resolution #2012-\_\_\_\_\_,** increasing the adoption fees at the Claremore Animal Shelter. **(Jean Hurst)**

Motion by Willis, second by Watson to approve **Resolution #2012- 7**, increasing the adoption fees at the Claremore Animal Shelter. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; and Watson, yes. Motion carried.

**(11) Approve/Reject Ordinance #2012-\_\_\_\_\_,** amending Title IX, Ordinance 92.17 of The Code of Ordinances of the City of Claremore, pertaining to fee; impoundment; daily maintenance; release and disposal within the City Limits of the City of Claremore, Oklahoma. **(Jean Hurst)**

Motion by Purkey, second by Willis to approve **Ordinance #2012- 9**, amending Title IX, Ordinance 92.17 of The Code of Ordinances of the City of Claremore, pertaining to fee; impoundment; daily maintenance; release and disposal within the City Limits of the City of Claremore, Oklahoma. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; and Watson, yes. Motion carried.

**(12) Approve/Reject Membership Agreement with the Metropolitan Environmental Trust for FY 2012/2013.****(Jeremy Ledbetter)**

Motion by Watson, second by Willis to approve the annual Membership Agreement with the Metropolitan Environmental Trust for FY 2012/2013 in the amount of \$7,972.38. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; and Watson, yes. Motion carried.

**(13) Approve/Reject Recycling Program Operation Agreement between the City of Claremore and the Metropolitan Environmental Trust for FY 2012/2013.**  
**(Jeremy Ledbetter)**

Motion by Watson, second by Willis to approve the Recycling Program Operation Agreement between the City of Claremore and the Metropolitan Environmental Trust for FY 2012/2013 in the amount of \$15,000. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; and Watson, yes. Motion carried.

**(14) Approve/Reject annual renewal with Oklahoma Municipal Assurance Group (OMAG) for General Liability and Vehicle Insurance in the amount of \$183,043.19.**  
**(Sarah Sharp)**

Motion by Flanagan, second by Watson to approve the annual renewal with Oklahoma Municipal Assurance Group (OMAG) for General Liability and Vehicle Insurance in the amount of \$183,043.19. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; and Watson, yes. Motion carried.

**(15) Approve/Reject 2011/2012 budget amendment. (Ruby Maline)**

Motion by Purkey, second by Flanagan to approve the 2011/2012 budget amendment. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; and Watson, yes. Motion carried.

**EXECUTIVE SESSION**

**(1) Approve /Reject going into Executive Session to discuss the following items:**

- (a)** Employment, hiring, appointment, or resignation of Daryl Golbek, City Manager, and the transition of City Manager duties, pursuant to 25 O.S. Section 307 (B) (1) & (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)
- (c)** Discussing collective bargaining labor negotiation proceedings concerning the Claremore police union, FOP Lodge #112, pursuant to 25 O.S. Section 307 (b)(2).

Motion by Willis, second by Flanagan to approve entering into Executive Session to discuss items (a), (b), and (c). Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; and Watson, yes. Motion carried.

Council entered Executive Session at 8:06 p.m.

Council came out of Executive Session at 9:30 p.m.

Motion by Flanagan, second by Willis to return to open session. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, 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.

**(2) Discussion and possible action** regarding the City Manager position, including appointment of a City Manager or Interim City Manager.

Motion by Perry, second by Flanagan to continue Daryl Golbek as City Manager until a new City Manager is hired. Compensation is to remain the same as his current contract. Upon the hiring of a new City Manager, Golbek will return to Public Works Director. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; and Watson, yes. Motion carried.

**(3) Discussion and vote to Approve/Reject** employment contract with Daryl Golbek.

**(4) Discussion and possible action** regarding the procedure and process for the City Manager candidate search.

Golbek and HR Director Carolyn Chapman will come back to Council with a formal written recommendation for the process and pricing for an external search with a private company. Any Council member that is interested in serving on the Search Committee should contact the Mayor.

**(5) Approve/Reject** tentative Collective Bargaining Agreement between the City of Claremore and Claremore Police Union, FOP Lodge #112. **(Carolyn Chapman)**

Motion by Willis, second by Lepak to approve the tentative Collective Bargaining Agreement between the City of Claremore and Claremore Police Union, FOP Lodge #112. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, 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; Purkey, yes; and Watson, yes. Motion carried.

Meeting adjourned at 10:00 P.M.