

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma July 16, 2012**

**CALL TO ORDER**

Meeting called to order by Mayor Mickey Perry at 6:04 P.M.

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

**Present:** Buddy Robertson, Mark Lepak, Bill Flanagan, Mickey Perry, Thomas Cypert, Don Purkey, Paula Watson

**Absent:** Terry Willis, Brandon Smith

**Staff Present:** Daryl Golbek, Matt Ballard, Sarah Sharp, Sean Douglas, Ruby Maline, Carolyn Chapman, Chris Cochran, Tim White, Cassie Woods, Joe Kays, Stan Brown, Ron Kolker, Larry Hughes, and Sharon McDonald

Pledge of Allegiance by all.

Invocation by Reverend John Vanaman-Hospice of Green Country

**CALL TO THE PUBLIC**

Paul Casey- 904 W, 9<sup>th</sup> Pl. S. Claremore

Mr. Casey addressed the Council regarding the article in the newspaper concerning the Sanitation Department. Mr. Casey is a former employee of the City of Claremore Maintenance Shop, and he stated that he knows firsthand the worn out and broke down equipment the Sanitation Department is forced to work with. He urged the City Council to address these issues.

**ACCEPTANCE OF THE AGENDA**

Motion by Watson, second by Flanagan to approve the agenda for the regular CCDA meeting of July 16, 2012, as written. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, 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 July 02, 2012, as printed.
- (b) All claims as printed.

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

**(2) Approve/Reject** revised Claremore Cultural Development Authority Investment Policy. **(Ruby Maline)**

Finance Director Ron Kolker presented the revised Investment Policy, noting the changes were as follows:

Changes in the investment portfolio:

- Prime Banker's Acceptances, which are eligible for purchase by the Federal Reserve System and with maturity dates which do not exceed two hundred seventy days, which are appropriately guaranteed by banks, savings banks, and savings and loan associations. Purchases of prime bankers' acceptances shall not exceed 10% of the surplus funds of the city. Not more than ½ of the 10% limit shall be invested in any one commercial bank.
- Prime commercial paper which shall not have a maturity that exceeds one hundred eighty days nor represent more than 10% of the outstanding paper of an issuing corporation. Purchases of prime commercial paper shall not exceed 7 1/2% of the surplus funds of the city.
- The City may invest funds between funds and from and to the Claremore Public Works Authority (CPWA), the Claremore Cultural Development Authority (CCDA), and Claremore Industrial and Economic Development Authority (CIEDA). Likewise CPWA, CCDA, and CIEDA may invest funds in each other and the City. Also CPWA, CCDA, and CIEDA may invest totally within each entity between restricted and unrestricted funds. All such investments require approval of the City Council and Board of Trustees of the applicable component entity. The above does not refer to or affect transfers in and out from the funds of the City and between the City and CPWA and CCDA and CIEDA resulting from the ordinary course of operations.

Kolker explained that the first two options are allowed by state statute, but were not allowed under the previous policy. The third option would allow funds to be lent or borrowed by other entities within the City. It would be an arm's length transaction that

would have a note, and would be considered an investment, like any other investment. Benefit, City can earn interest on funds loaned instead of paying interest to an outside party. The changes would also allow the City to borrow from the Hospital Trust Fund, under the right circumstances.

There were also some reporting requirements added to the policy due to the addition of the investment options added.

Motion by Flanagan, second by Purkey to approve the revised Claremore Cultural Development Authority Investment Policy. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; and Watson, abstain. Motion carried.

### **ADJOURNMENT**

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

Meeting adjourned at 6:25 P.M.

**Minutes of Claremore Public Works Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma July 16, 2012**

**CALL TO ORDER**

Meeting called to order by Mayor Mickey Perry at 6:25 P.M.

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

- Present:** Buddy Robertson, Mark Lepak, Bill Flanagan, Mickey Perry, Thomas Cypert, Don Purkey, Paula Watson
- Absent:** Terry Willis, Brandon Smith
- Staff Present:** Daryl Golbek, Matt Ballard, Sarah Sharp, Sean Douglas, Ruby Maline, Carolyn Chapman, Chris Cochran, Tim White, Cassie Woods, Joe Kays, Stan Brown, Ron Kolker, Larry Hughes, and Sharon McDonald

**ACCEPTANCE OF THE AGENDA**

Motion by Watson, second by Flanagan to approve the agenda for the regular CPWA meeting of July 16, 2012, as written. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, 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 July 02, 2012, as printed.
- (b)** All claims as printed.
- (c)** Award of annual Transformer Bids for the following: **(Larry Hughes)**
- Schedule I – Single Phase Pole Mount Transformers**  
New – Delta -Y, Inc. - \$10,020.00  
Reconditioned – Wiley Transformer Co. - \$6,175.00
- Schedule II – Single Phase Pad mount Transformers**  
New – Wiley Transformer Co. - \$17,610.00  
Reconditioned – Wiley Transformer Co. - \$16,885.00

**Schedule III – Three Phase Pad mount Transformers**

New – Delta -Y, Inc. - \$255,275.00

Reconditioned – Delta -Y, Inc. - \$216,507.00

**Schedule IV – Single Phase Pole Mount Transformer Repair**

Wiley Transformer Co. - \$7,970.00

**Schedule V – Single Phase Pad mount Transformer Repair**

Wiley Transformer Co. - \$19,000.00

**Schedule IV – Three Phase Pad mount Transformer Repair**

Wiley Transformer Co. - \$127,130.00

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

- (2) **Approve/Reject** the public water line extension for maintenance and operation for the Park Crest Addition, and acknowledging ODEQ Permit # WL000066120289 for said project. **(Chris Cochran)**

Motion by Flanagan, second by Watson to approve the public water line extension for maintenance and operation for the Park Crest Addition, and acknowledging ODEQ Permit # WL000066120289 for said project. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; and Watson, yes. Motion carried.

- (3) **Approve/Reject** letter of credit for the roadway project for the Park Crest Addition. **(Chris Cochran)**

Motion by Flanagan, second by Purkey to approve the letter of credit for the roadway project for the Park Crest Addition. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; and Watson, yes. Motion carried.

- (4) **Approve /Reject** revised Claremore Public Works Investment Policy. **(Ruby Maline)**

**NOTE:** The discussion regarding the revised Investment Policy occurred during the CCDA portion of the meeting, but included discussion for the CPWA and City of Claremore revised Investment Policy, as they are the same policy.

Finance Director Ron Kolker presented the revised Investment Policy, noting the changes were as follows:

Changes in the investment portfolio:

- Prime Banker's Acceptances, which are eligible for purchase by the Federal Reserve System and with maturity dates which do not exceed two hundred seventy days, which are appropriately guaranteed by banks, savings banks, and savings and loan associations. Purchases of prime bankers' acceptances shall not exceed 10% of the surplus funds of the

city. Not more than ½ of the 10% limit shall be invested in any one commercial bank.

- Prime commercial paper which shall not have a maturity that exceeds one hundred eighty days nor represent more than 10% of the outstanding paper of an issuing corporation. Purchases of prime commercial paper shall not exceed 7 1/2% of the surplus funds of the city.
- The City may invest funds between funds and from and to the Claremore Public Works Authority (CPWA), the Claremore Cultural Development Authority (CCDA), and Claremore Industrial and Economic Development Authority (CIEDA). Likewise CPWA, CCDA, and CIEDA may invest funds in each other and the City. Also CPWA, CCDA, and CIEDA may invest totally within each entity between restricted and unrestricted funds. All such investments require approval of the City Council and Board of Trustees of the applicable component entity. The above does not refer to or affect transfers in and out from the funds of the City and between the City and CPWA and CCDA and CIEDA resulting from the ordinary course of operations.

Kolker explained that the first two options are allowed by state statute, but were not allowed under the previous policy. The third option would allow funds to be lent or borrowed by other entities within the City. It would be an arm's length transaction that would have a note, and would be considered an investment, like any other investment. Benefit, City can earn interest on funds loaned instead of paying interest to an outside party. The changes would also allow the City to borrow from the Hospital Trust Fund, under the right circumstances.

There were also some reporting requirements added to the policy due to the addition of the investment options added.

Motion by Flanagan, second by Purkey to approve the revised Claremore Public Works Investment Policy. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; and Watson, abstain. 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; Smith, yes; and Watson, yes. Motion carried.

Meeting adjourned at 6:36 P.M.

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

**CALL TO ORDER**

Meeting called to order by Mayor Mickey Perry at 6:36 P.M.

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

**Present:** Buddy Robertson, Mark Lepak, Bill Flanagan, Mickey Perry, Thomas Cypert, Don Purkey, Paula Watson  
**Absent:** Terry Willis, Brandon Smith  
**Staff Present:** Daryl Golbek, Matt Ballard, Sarah Sharp, Sean Douglas, Ruby Maline, Carolyn Chapman, Chris Cochran, Tim White, Cassie Woods, Joe Kays, Stan Brown, Ron Kolker, Larry Hughes, and Sharon McDonald

**ACCEPTANCE OF THE AGENDA**

Motion by Watson, second by Flanagan to approve the agenda for the regular City Council meeting of July 16, 2012, as written. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, 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**

Police Chief Stan Brown addressed the Council, reporting that over the last few days there have been several Commercial burglaries on the South end of town. City officers were able to catch the suspects in the act. Juveniles were involved and arrests have been made. Some property was recovered.

Brown also reported that there was a strong armed robbery at Mo and Sam's convenient store over the weekend. A male subject came in and overpowered the clerk, stealing

about \$2,000 worth of the K-2 synthetic cannabinoid. Officers were able to gather information which has led to an arrest.

Councilor Watson stated that she had recently read an article in the Claremore Progress concerning CPD officers dealing with a suicidal teen and wanted to commend the officers for the way in which they were able to handle the situation and resolve it so that no one was hurt.

## **CURRENT BUSINESS**

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

- (a)** Minutes of the Regular Council Meeting on July 02, 2012, as printed.
- (b)** All claims as printed.
- (c)** Actual salary claims for pay periods ending **July 06, 2012**, in the amount of **\$404,767.87** 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)** Approve Renewal of Agreement between City of Claremore and Claremore Convention and Visitors Bureau, Inc. for promotion of tourism from July 1, 2012 to June 30, 2013. **(Daryl Golbek)**

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

**(2) Approve/Reject** Special Use Permit for Verizon, to allow the construction of a 130 ft. communications tower near Claremore St. and Missouri St. **(Chris Cochran)**

**Item #2 was pulled from the agenda at the request of Verizon.**

**(3) Approve/Reject Resolution #2012-\_\_\_\_\_**, requesting assistance from Oklahoma Department of Commerce (ODOC) and authorization for Mayor Perry to sign related application documents.**(Andy Armstrong)**

Motion by Flanagan, second by Watson to approve **Resolution #2012- 10**, requesting assistance from Oklahoma Department of Commerce (ODOC) and authorization for Mayor Perry to sign related application documents. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; and Watson, yes. Motion carried.

**(4) Approve/Reject Resolution #2012-\_\_\_\_\_**, relating to a Community Development Block Grant for replacement of sanitary sewer line, committing up to \$73,471.00 as

leverage from the City of Claremore. (**Andy Armstrong**)

Motion by Purkey, second by Flanagan to approve **Resolution #2012- 11**, relating to a Community Development Block Grant for replacement of sanitary sewer line, committing up to \$73,471.00 as leverage from the City of Claremore. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; and Watson, yes. Motion carried.

- (5) **Approve/ Reject** Memorandum of Understanding in case of minor or major disaster for use of Expo Center by State of Oklahoma Department of Human Services (OKDHS). (**Sean Douglas**)

Motion by Flanagan, second by Lepak to approve the Memorandum of Understanding in case of minor or major disaster for use of Expo Center by State of Oklahoma Department of Human Services (OKDHS). Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; and Watson, yes. Motion carried.

- (6) **Approve/Reject Ordinance #2012- \_\_\_\_\_**, authorizing the lease of the site of the former City landfill for purposes of grazing cattle. (**Mickey Perry/Matt Ballard**)

Motion by Purkey, second by Robertson to approve **Ordinance #2012- 10**, authorizing the lease of the site of the former City landfill for purposes of grazing cattle. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; and Watson, yes. Motion carried.

- (7) **Approve/Reject** lease agreement regarding site of former City landfill for purposes of grazing cattle. (**Mickey Perry/Matt Ballard**)

Motion by Purkey, second by Flanagan to approve lease agreement regarding site of former City landfill for purposes of grazing cattle. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; and Watson, yes. Motion carried.

- (8) **Approve/Reject** purchase of a 2012, 65 horsepower, and diesel powered front wheel assist tractor, with cab, loader, and seven foot snow plow in the amount of \$45,116.66 from P & K Equipment, Inc. at state contract pricing. (**Joe Kays**)

Motion by Flanagan, second by Purkey to approve the purchase of a 2012, 65 horsepower, and diesel powered front wheel assist tractor, with cab, loader, and seven foot snow plow in the amount of \$50,516.66, minus a \$5,400 trade in for a 1993 model 5640 tractor and brush hog, for a grand total of \$45,116.66 from P & K Equipment, Inc. at state contract pricing. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; and Watson, yes. Motion carried.

- (9) **Approve/Reject** high sealed bid in the amount of \$81,750.00 for the house and lot located at 1321 N. Sioux Ave., also described as Lot 1, Block 1, McClellan Addition (**Joe Kays**)

Motion by Cypert, second by Purkey to approve the sale of the house and lot located at 1321 N. Sioux Ave., also described as Lot 1, Block 1, McClellan Addition to the highest sealed bid in the amount of \$81,750.00. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; and Watson, yes. Motion carried.

**(10) Discussion and action** regarding the City of Claremore's financing, integration, and participation in the Rogers County Regional 911 Center. **(Stan Brown/Sean Douglas)**

Police Chief Stan Brown and Fire Chief Sean Douglas addressed Council, asking Council to move forward separate and independent from Rogers County 911 Center. Brown stated that he feels like the City needs to make a decision to be fair to the participants involved in the Rogers County 911 Center, and the Police and Fire Departments have technology projects that they want to get integrated into their facilities so that they can move forward with radio and reporting technology.

Brown provided a time line beginning in December 2009 when the citizen of Rogers County approved by vote the building of a regional 911 center to present. In February of 2012 the City Manager hand delivered a letter addressing the issues and concerns of the City to the Board of County Commissioners and requested a response to those concerns. To this date the City has received no response.

. Brown and Douglas are hesitant to continue to wait: the longer the City waits the further behind we are getting in our technology. There are too many unknowns to proceed with the Regional plan. A portion of the E-911 funds have been saved for years by the Police Department for the communications upgrade. There is over \$459,000.00 reserved, ready to make the upgrades.

Mayor Perry stated that the City collects 5% for each landline in the City and for 50 cents each cell phone line within the City limits. City Attorney Matt Ballard has researched this, and we will not have to give up those funds if the City does not participate in the Regional 911. If the City does choose to participate, then those funds will go to the Regional 911 center. Perry stated that we are responsible to the citizens of Claremore, and right now we have control over the quality and level of service they receive.

Councilor Flanagan expressed his concern with cutting ties. He would like to give it 30 more days to try one more time to get a response.

Motion by Cypert, second by Purkey to stand alone from the Regional 911 Center and move forward with the improvements and technology upgrades needed for continued quality service in the City of Claremore. Roll call vote: Robertson, yes; Lepak, no; Flanagan, no; Perry, yes; Cypert, yes; Purkey, yes; and Watson, yes. Motion carried.

**(11) Approve/Reject** revised City of Claremore Investment Policy. **(Ruby Maline)**

**NOTE:** The discussion regarding the revised Investment Policy occurred during the CCDA portion of the meeting, but included discussion for the CPWA and City of Claremore revised Investment Policy, as they are the same policy.

Finance Director Ron Kolker presented the revised Investment Policy, noting the changes were as follows:

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There were also some reporting requirements added to the policy due to the addition of the investment options added.

Motion by Flanagan, second by Purkey to approve the revised City of Claremore Investment Policy. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; and Watson, yes. Motion carried.

**(12) Discussion only:** Discussion regarding Chapter 11 (Signs) of the City of

Claremore-Rogers County Metropolitan Zoning Ordinance. (**Councilors Smith, Robertson, and Cypert**)

Item #12 was tabled until the August 6, 2012 Council Meeting.

**(13) Approve/Reject** proposed changes to Chapter 11(Signs) of the City of Claremore-Rogers County Metropolitan Zoning Ordinance: specifically, allowing exemptions for placement of banners and off-site advertising in the Central Business District; and directing said changes be sent to the Planning Commission for review and approval.(**Councilors Smith, Robertson, and Cypert**)

Motion by Purkey, second by Robertson to approve the proposed changes to Chapter 11(Signs) of the City of Claremore-Rogers County Metropolitan Zoning Ordinance: specifically, allowing exemptions for placement of banners and off-site advertising in the Central Business District; and directing said changes be sent to the Planning Commission for review and approval. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; and Watson, yes. Motion carried.

#### **ADJOURNMENT**

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

Meeting adjourned at 7:46 P.M.