

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma September 04, 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, Thomas Cypert (**arrived at 6:02P.M.**), Don Purkey, Brandon Smith, Paula Watson

Absent: None

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Carolyn Chapman, Tim White, Stan Brown, Chris Cochran, Sean Douglas

Pledge of Allegiance by all.

Invocation by Jeremy Donovan-Destiny Life Church

CALL TO THE PUBLIC

None

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Watson to approve the agenda for the regular CCDA meeting of September 04, 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 the Regular Claremore Cultural Development Authority meeting on August 20, 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.

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 6:04 P.M.

**Minutes of the Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma September 04, 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: 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, Carolyn Chapman, Tim White, Stan Brown, Chris Cochran, Sean Douglas

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Watson to approve the agenda for the regular CPWA meeting of September 04, 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 August 20, 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.

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 6:05 P.M

**Minutes of the Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma September 04, 2012**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:05 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, Carolyn Chapman, Tim White, Stan Brown, Chris Cochran, Sean Douglas

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Watson to approve the agenda for the regular City Council meeting of September 04, 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

Mayor Perry updated the Council on the City Manager Search. The Committee has received about 30 applications, and are still processing them. The deadline to receive application is September 15th. They have another meeting next week and hope to conduct interviews with the full Council at the first meeting in October.

STAFF REPORTS

City Manager Daryl Golbek updated the Council on overtime for the Sanitation Department. Golbek stated that since the City has resumed the operation of the Vehicle Shop, there has been a dramatic drop in the amount of overtime. In July the Sanitation Department averaged about 80 hours per pay period of overtime, in August that number dropped to an average of 40-49 hours a pay period. Golbek stated that it is due in a large part to the Shop, as they have all the Sanitation Vehicles running.

CURRENT BUSINESS

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

- (a) Minutes of the Regular Council Meeting on August 20, 2012, as printed.
- (b) All claims as printed.
- (c) Actual salary claims for pay periods ending **August 17, 2012**, in the amount of **\$381, 319.87** 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 permission to seek RFP's and to go out for bid for Computer Aided Dispatch (CAD), Records Management System (RMS), Mobile Data Terminals (MDT), and ancillary systems hardware. **(Stan Brown)**

Motion by Purkey, second by Smith 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) **Discussion and possible action** regarding the written request of The Claremore Museum of History to waive the building permit fee in the amount of \$658.00 for the renovations at 121 N. Weenonah Ave. **(Daryl Golbek)**

Claremore Museum of History Chairman Tom Pool updated the Council on the progress of the Museum, stating that the interior is almost gutted. They have insulated the building and completed the rewiring; the plumbing has been upgraded and the HAVAC system has been checked. Pool presented images of what the interior will look like.

Motion by Purkey, second by Perry to waive the building permit fee in the amount of \$658.00 for the renovations at 121 N. Weenonah Ave. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, no; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(3) **Discussion only:** 2011/2012 FY review of Claremore Main Street events and activities. **(Mickey Perry)**

Council had no questions regarding the previous year end documentation from Main Street Director Cindy Bissett.

(4) **Discussion and possible action** regarding a proposal from Justice School District to provide sewer service to the school district and funding options for the project. **(Mickey Perry)**

David Polson was present, representing Justice-Tiawah Public Schools, and presented a letter from Superintendent David Garrouette, who could not be there due to a scheduling conflict.

Polson stated that the school has consulted with a construction company and engineer. The line will be about 50% gravity flow and 50% force main. The school will raise funds for the full project, but need to know that the City will accept it once it is completed.

Motion by Smith, second by Watson to approve the proposal. 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 declaring surplus Police Vehicles:

Unit #290-27 VIN 1FAFP532X1A273819

Unit #259-45 VIN 2FAFP71W4YX173654

and sell of said vehicles, with revenue funds to be placed in Fund 18 4606598.

(Stan Brown)

Motion by Flanagan, second by Smith to approve declaring surplus Police Vehicles:

Unit #290-27 VIN 1FAFP532X1A273819

Unit #259-45 VIN 2FAFP71W4YX173654

and sell of said vehicles, with revenue funds to be placed in Fund 18 4606598. 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 Memorandum of Understanding between the City of Claremore and Rogers County Health Department for use of the Claremore Expo Center as a mass immunization/prophylaxis (MIPS) site. **(Sean Douglas)**

Motion by Willis, second by Flanagan to approve the Memorandum of Understanding between the City of Claremore and Rogers County Health Department for use of the Claremore Expo Center as a mass immunization/prophylaxis (MIPS) site. 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 purchase of nine (9) sets of structural firefighting protective ensembles for \$12,555.00 from Casco Industries, Inc. **(Sean Douglas)**

Motion by Smith, second by Flanagan to approve the purchase of nine (9) sets of structural firefighting protective ensembles for \$12,555.00 from Casco Industries, 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.

(8) Approve/Reject Ordinance # 2012 - _____, abandoning and closing that sanitary sewer easement located over and across a part of the West 284.45 feet of the East 1415 feet of the South half of the Northeast quarter (S/2 of NE/4), of Section 4,

Township 21 North, Range 16 East of the I.B. & M., Rogers County, Oklahoma.
(Chris Cochran)

Motion by Smith, second by Lepak to table to the next agenda in order to get more information on layout of lines.

Substitute motion by Purkey to approve the Ordinance, with the condition that Baker Hughes is responsible to relocate the line. Motion died for a lack of second. Original motion was voted on.

Motion by Smith, second by Lepak to table to the next agenda in order to get more information on layout of lines. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, no; Smith, yes; and Watson, yes. Motion carried.

(9) Discussion and possible approval for the Hospital Trust Fund to loan money to the Claremore Public Works Authority and Claremore Industrial and Economic Development Authority.**(Ron Kolker)**

Item # 9 was pulled from the agenda at the request of Finance Director Ron Kolker.

ADJOURNMENT

Motion by Purkey, 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 6:47 P.M.