

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma October 01, 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, Don Purkey

Absent: Brandon Smith, Paula Watson

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Carolyn Chapman, Tim White, Chris Cochran, Cassie Woods, Larry Hughes, Ron Kolker, Kyle Thorsen, Donnie Burgess, Jody Henry, Daryl Simon, Stan Brown

Pledge of Allegiance by all.

Invocation by Pastor Sam Nichols- First Baptist Church

CALL TO THE PUBLIC

None

ACCEPTANCE OF THE AGENDA

Motion by Flanagan, second by Robertson to approve the agenda for the regular CCDA meeting of October 01, 2012, as written. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; and Purkey, 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 September 17, 2012, as printed.
- (b)** All claims as printed.

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

Meeting adjourned at 6:03 P.M.

**Minutes of the Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma October 01, 2012**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:03 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

Absent: Brandon Smith, Paula Watson

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Carolyn Chapman, Tim White, Chris Cochran, Cassie Woods, Larry Hughes, Ron Kolker, Kyle Thorsen, Donnie Burgess, Jody Henry, Daryl Simon, Stan Brown

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Robertson to approve the agenda for the regular CPWA meeting of October 01, 2012, as written. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; and Purkey, 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 September 17, 2012, as printed.
- (b)** All claims as printed.
- (c)** Request to accept State Contract Pricing for a new 4WD Chevy Silverado ½ ton extended cab on call vehicle in the estimated amount of \$23,865.00 from Carter Chevrolet Agency, LLC. **(Larry Hughes)**
- (d)** Request to accept State Contract Pricing for a new T770 Bobcat Track Loader with Forestry Cutter in the estimated amount of \$83,426.63 from White Star Machinery. **(Larry Hughes)**

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

(2) Approve/Reject award of bid for the purchase of an automated Sanitation truck to second-lowest bidder New Way Automated in the estimated amount of \$227,840.87. **(Donnie Burgess)**

Sanitation Superintendent Donnie Burgess and Shop Supervisor Kyle Thorsen provided documentation on the amount of repairs the Bridgeport truck the City purchased 8 months ago. Burgess also stated that the New Way truck has the arm mounted to the frame which should cause less wear and tear, and the company is located in Pryor, which could be beneficial.

Motion by Purkey, second by Willis to approve award of bid for the purchase of an automated Sanitation truck to second-lowest bidder New Way Automated in the estimated amount of \$227,840.87. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; and Purkey, yes. Motion carried.

(3) Approve/Reject award bid for the purchase of a Sanitation Roll-off truck to lowest bidder Swamp Loader in the estimated amount of \$114,689.50. **(Donnie Burgess)**

Burgess clarified that Caseco did not meet the specifications of the bid packet; therefore Frontier International (Swamp Loader) was the lowest bidder.

Motion by Purkey, second by Robertson to approve award bid for the purchase of a Sanitation Roll-off truck to lowest bidder Swamp Loader in the estimated amount of \$114,689.50. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; and Purkey, yes. Motion carried.

(4) Discussion and possible action on a contract for an Engineering Report for the Water Treatment Plant with Garver. **(Chris Cochran)**

Motion by Purkey, second by Flanagan to approve the contract for an Engineering Report for the Water Treatment Plant with Garver. Estimated cost is \$188,800.00. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; and Purkey, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:30 P.M.

**Minutes of the Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma October 01, 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, Buddy Robertson, Mark Lepak, Bill Flanagan, Mickey Perry, Thomas Cypert, Don Purkey

Absent: Brandon Smith, Paula Watson

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Carolyn Chapman, Tim White, Chris Cochran, Cassie Woods, Larry Hughes, Ron Kolker, Kyle Thorsen, Donnie Burgess, Jody Henry, Daryl Simon, Stan Brown

ACCEPTANCE OF THE AGENDA

Motion by Flanagan, second by Willis to approve the agenda for the regular City Council meeting of October 01, 2012, as written. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; and Purkey, yes. Motion carried.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

None

MAYOR'S REPORT & APPOINTMENTS

None

STAFF REPORTS

Larry Hughes-Electric Department Superintendent

Hughes introduced the new Line Clearance Foreman Jody Henry to the Council. Henry comes to the City of Claremore with more than 14 years experience and is certified as an Urban Forrester and applicator. Each member of his crew is a certified applicator and have 5-6 years experience. Because of their experience they have been able to hit the ground running and are doing a great job. They have already begun to remove trees directly under the electric lines so that they will no longer be a problem.

Hughes also discussed with the Council an AMI Automated Meter Reading System. Some Departments are already looking into this, and Council will be hearing more about it in the coming months. It would allow the City to read meters automatically, turn meters on and off from the office, monitor outages and blimps, etc. The program includes water meters, and all the meters “talk to each other”. This program would also allow customers to monitor their usage online. The possibilities are endless.

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a)** Minutes of the Regular Council Meeting on September 17, 2012, as printed.
- (b)** All claims as printed.
- (c)** Actual salary claims for pay periods ending **September 14, 2012**, in the amount of **\$380,330.56** 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 Willis, 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; and Purkey, yes. Motion carried.

(2) Approve/Reject Holding a Public Hearing to Provide Information and Answer Questions, Pursuant to Title 62, Section 859 of the Oklahoma Statutes, Regarding the Establishment of “Tax Increment District Number One, City of Claremore, Oklahoma” In Connection with the Financing of the Acquisition and Construction of an Electric Substation and Related Equipment by the Claremore Public Works Authority to Be Located Adjacent to the Baker Hughes' Centrilift Facility located at U.S. Highway 66 and East Stuart Roosa Drive in Claremore, Oklahoma.
(Presentation By Dan McMahan, Representing the City of Claremore.)

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

Public Hearing was opened at 6:47 P.M.

Attorney Dan McMahan explained the process of the Tax Increment District, how the funds would be collect and what the funds would be used for.

The law requires that two public hearings be held. The second public hearing will be held on November 5, 2012 at 6:00 P.M., during the Regular City Council Meeting.

Council entertained questions from the public.

Salesha Wilken- Without this TIF District, would the Baker Hughes Plant still be able to be put in place, as well as the substation?

McMahan- I would answer it this way, without the improvements associated and contemplated by this district, I do not believe the Baker Hughes Facility could operate. But, I would defer to the City's Electrical and Financial Expertise on this.

Mayor Perry- I will say this, we couldn't do the improvements without the substation. This is just to figure out how we are going to finance this (the substation) to keep that project here (Baker Hughes expansion).

There were no more questions from the public.

Motion by Flanagan, second by Lepak to close the public hearing. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; and Purkey, yes. Motion carried.

Public Hearing closed at 7:00 P.M.

(3) Approve/Reject a Law Enforcement Agreement between and among The Cherokee Nation , The United States of America, The State of Oklahoma and its Political Subdivisions, The Various Boards of County Commissioners, and various Law Enforcement Agencies (COMPACT between City of Claremore Police Department and Cherokee Marshals Service). **(Stan Brown)**

Chief Brown explained that this will allow City of Claremore Police Officers to enter onto property held in trust by the Cherokee Nation (ie: smoke shops, etc.)

Motion by Willis, second by Robertson to approve a Law Enforcement Agreement between and among The Cherokee Nation , The United States of America, The State of Oklahoma and its Political Subdivisions, The Various Boards of County Commissioners, and various Law Enforcement Agencies (COMPACT between City of Claremore Police Department and Cherokee Marshals Service). Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; and Purkey, yes. Motion carried.

(4) Approve/Reject special Deputation Appointment by US Marshal Service for expressed intent for Appointed Officers of the Claremore Police Department to provide emergency response to the Claremore Indian Hospital. **(Stan Brown)**

Chief Brown explained that this will allow City of Claremore Police Officers to respond to the Claremore Indian Hospital for 911 calls and FBI emergency requests. It will allow Claremore Police Department to stabilize the scene until the FBI can arrive.

Motion by Willis, second by Lepak to approve special Deputation Appointment by US Marshal Service for expressed intent for Appointed Officers of the Claremore Police Department to provide emergency response to the Claremore Indian Hospital. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; and Purkey, yes. Motion carried.

(5) Approve/Reject Ordinance #2012-_____, changing the zoning of a parcel of land in Block 39 of the Bayless Addition (604 S. Davis), a subdivision in the City of Claremore Oklahoma, and being a part of Section 8, Township 21 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 Flanagan, second by Purkey to approve **Ordinance #2012- 15**, changing the zoning of a parcel of land in Block 39 of the Bayless Addition (604 S. Davis), a subdivision in the City of Claremore Oklahoma, and being a part of Section 8, Township 21 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; Cypert, yes; and Purkey, yes. Motion carried.

(6) Approve/Reject recommendations from Peak Uptime's assessment of our current server infrastructure, and approving the following purchases at state contract pricing and/or GSA pricing:

- Dell – 2 Host Servers - \$11,197.62
- InSight – Virtualization software VMWare - \$4,894.00
- InSight – Windows Server Data Center Licensing – \$6437.30
- Peak UpTime – SAN - \$57,931.54
- Peak UpTime – Network Equipment - \$10,210.64
- Peak UpTime – Backup Software – \$2413.64
- Peak UpTime – Services - \$7,000.00

(Tim White)

Motion by Purkey, second by Cypert to approve recommendations from Peak Uptime's assessment of our current server infrastructure, and approving the following purchases at state contract pricing and/or GSA pricing:

- Dell – 2 Host Servers - \$11,197.62
- InSight – Virtualization software VMWare - \$4,894.00
- InSight – Windows Server Data Center Licensing – \$6437.30
- Peak UpTime – SAN - \$57,931.54
- Peak UpTime – Network Equipment - \$10,210.64
- Peak UpTime – Backup Software – \$2413.64
- Peak UpTime – Services - \$7,000.00

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

(7) Approve/Reject Resolution #2012-_____, supporting the extension of passenger rail service between Oklahoma City to Tulsa, Oklahoma, and the activities of the Eastern Flyer Passenger Rail Development Task Force and the Tulsa Rail Advisory Committee. **(Mickey Perry)**

Motion by Willis, second by Robertson to approve **Resolution # 2012- 13**, supporting the extension of passenger rail service between Oklahoma City to Tulsa, Oklahoma, and the activities of the Eastern Flyer Passenger Rail Development Task Force and the Tulsa Rail Advisory Committee. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, no; Perry, yes; Cypert, no; and Purkey, no. Motion carried.

EXECUTIVE SESSION

1. Approve/Reject going into executive session to discuss individual candidates for the position of City Manager and to identify specific candidates for interviews, the disclosure of which discussion would violate the rights of applicants under state or federal law, so that the Council can return to Open Session and vote to determine finalists and schedule interviews. Legal Authority: 25 OKLA. STAT. Section 307(B)(1) and (7).

Motion by Flanagan, second by Lepak to approve entering into Executive Session to discuss item 1. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; and Purkey, yes. Motion carried.

2. Executive Session to discuss item 1.

Council entered into Executive Session at 7:26 P.M.

Council came out of Executive Session at 8:20 P.M.

3. Regular Session.

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

4. Statement of executive session minutes.

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

5. Consideration and vote to determine interviews for the position of City Manager,

the candidates to be designated by number, and to authorize the Mayor to notify the candidates identified by the Council of the intent to conduct interviews and the date, time and location of the interviews.

Motion by Lepak, second by Flanagan to set up interviews with candidates 1-4 during a special meeting to be held tentatively on October 23rd and 24th, and if necessary, cover the cost of travel, airfare, and hotel up to two nights for the applicants and their spouses. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; and Purkey, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 8:24 P.M.