

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma January 22, 2013**

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: Buddy Robertson, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson

Absent: Terry Willis, Mark Lepak, Bill Flanagan

Staff Present: Jim Thomas, Matt Ballard, Sarah Sharp, Cassie Woods, Tim White, Sean Douglas, Ron Kolker, Daryl Golbek, Stan Brown, Larry Hughes, Ron Burrows, Carolyn Chapman, Jeremy Ledbetter, Kyle Thorsen

Pledge of Allegiance by all.

Invocation by Pastor Phil Sallee of Claremore Praise Fellowship

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 January 22, 2013, as written. Roll call vote: Robertson, 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 January 07, 2013, as printed.
- (b)** All claims as printed.

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

Meeting adjourned at 6:08 P.M.

**Minutes of the Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma January 22, 2013**

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:** Buddy Robertson, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson
Absent: Terry Willis, Mark Lepak, Bill Flanagan
Staff Present: Jim Thomas, Matt Ballard, Sarah Sharp, Cassie Woods, Tim White, Sean Douglas, Ron Kolker, Daryl Golbek, Stan Brown, Larry Hughes, Ron Burrows, Carolyn Chapman, Jeremy Ledbetter, Kyle Thorsen

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Watson to approve the agenda for the regular CPWA meeting of January 22, 2013, as written. Roll call vote: Robertson, 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 January 07, 2013, as printed.
- (b)** All claims as printed.
- (c)** Award bid of 69KV Capacitor Bank for the Baker Hughes Substation Project to ABB in the estimated amount of \$60,350.00. **(Larry Hughes)**
- (d)** Award bid of Substation Materials for the Baker Hughes Substation Project to KC Utility Packaging in the estimated amount of \$57,932.01 **(Larry Hughes)**
- (e)** Award bid of Bulk Oil and Hydraulic Fluid to the following:

MC Petroleum/CITGO	CITGO MM 5W30	5W30 oil	\$7.15/gallon
MC Petroleum/Mobil	Mobil Fleet 15W40	15W40 oil	\$8.99/gallon
MC Petroleum/Mobil	Mobil Nutro H46	Hydraulic Fluid	\$7.29/gallon

(Kyle Thorsen)

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

(2) Approve/Reject CPWA Resolution #2013-_____, authorizing the issuance of The Claremore Public Works Authority's Utility Revenue Note, Series 2013A (Baker Hughes Increment District Project) in an amount not to exceed \$3,480,000 (The "Series 2013A Note"); waiving competitive bidding on the sale thereof; approving and authorizing execution and delivery of the Series 2013A Note; approving and authorizing execution and delivery of that certain "Public Financing Assistance Agreement" by and between the Claremore Public Works Authority and The Claremore Industrial And Economic Development Authority, and all other documents and instruments relating thereto; authorizing the filing of a preliminary and final private placement memorandum; designating and appointing Authority Officers to act in connection with the sale and delivery of the Series 2013A Note; and containing other provisions relating thereto. **(Dan McMahan)**

Dan McMahan was present and explained to Council that the Resolution presented is the same as the one that was passed in 2012, with the exception of the year. The change is needed due to the fact that the financing was not closed in 2012, and the Resolution needs to reflect the proper year.

McMahan further explained that the Ordinance cannot be voted on tonight, as it requires a $\frac{3}{4}$ approval of the Council. With three members not present, $\frac{3}{4}$ of the Council were not present. This agenda item will be placed on the February 4, 2013 agenda.

ADJOURNMENT

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

Meeting adjourned at 6:13 P.M.

**Minutes of the Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma January 22, 2013**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:13 P.M.

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

Present: Buddy Robertson, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson

Absent: Terry Willis, Mark Lepak, Bill Flanagan

Staff Present: Jim Thomas, Matt Ballard, Sarah Sharp, Cassie Woods, Tim White, Sean Douglas, Ron Kolker, Daryl Golbek, Stan Brown, Larry Hughes, Ron Burrows, Carolyn Chapman, Jeremy Ledbetter, Kyle Thorsen

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Watson to approve the agenda for the regular City Council meeting of January 22, 2013, as written. Roll call vote: Robertson, 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 stated that when dealing with the appointments, the way he handles them are to speak to the staff that deals with the appointed position and he also speaks with the person being appointed and then makes his recommendation. Perry stated that if any of the Council ever has someone that they would like to be considered, to please let him know.

(1) Approve/Reject Mayor Perry's recommendation to appoint Brandon Claborn to the City of Claremore-Rogers County Metropolitan Area Planning Commission to serve a 4 year term, effective January 2013. **(Mickey Perry/Chris Cochran)**

Motion by Perry, second by Smith to approve Mayor Perry's recommendation to appoint Brandon Claborn to the City of Claremore-Rogers County Metropolitan Area Planning

Commission to serve a 4 year term, effective January 2013. Roll call vote: Robertson, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(2) Approve/Reject Mayor Perry's recommendation to re-appoint Stanton Harrell as City Judge and J.Todd Willhoite as alternate Judge, each to serve a two year term beginning February 1, 2013. **(Mickey Perry)**

Motion by Purkey, second by Cypert to approve Mayor Perry's recommendation to re-appoint Stanton Harrell as City Judge to serve a two year term beginning February 1, 2013. Roll call vote: Robertson, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

Motion by Watson, second by Cypert to approve Mayor Perry's recommendation to re-appoint J.Todd Willhoite as alternate Judge to serve a two year term beginning February 1, 2013. Roll call vote: Robertson, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

STAFF REPORTS

City Manager Jim Thomas thanked the Council for their input at the Strategic Planning meeting last week. Thomas stated that he and Jeri Koehler met with the Executive Staff today and went through the same process. Thomas stated that he did not reveal to staff the results of Council's Strategic Planning session until theirs was complete. There were a lot of parallels in the results. Thomas will present a full report at the February 4, 2013 meeting.

CURRENT BUSINESS

(3) Approve/Reject the following consent items:

- (a)** Minutes of the Regular Council Meeting on January 07, 2013, as printed.
- (b)** Minutes of the Special Council Meeting/Council Retreat on January 14, 2013, as printed.
- (c)** All claims as printed.
- (d)** Actual salary claims for pay periods ending **January 04, 2013**, in the amount of **\$404, 313.66** 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.
- (e)** Request to solicit bids for a new control panel for the Sawyers Lift Station.
(Jeremy Ledbetter)
- (f)** Request to solicit bids for the parts and supplies for a sewer line rehab in the Westwood Addition. **(Jeremy Ledbetter)**
- (g)** Approve Quarterly E911 Report and Monthly Police Activity Report.
(Stan Brown)
- (h)** Approval to replace Ruby Maline as Authorized Agent with Carolyn Chapman as

- Authorized Agent on Oklahoma Municipal Retirement Fund. (**Jim Thomas**)
- (i) Accept new RC401 Plan for City Manager's 8% contributions. (**Carolyn Chapman**)

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

- (4) **Approve/Reject Resolution #2013-_____**, approving the issuance by The Claremore Industrial And Economic Development Authority of its "Tax Apportionment/Utility Revenue Note, Series 2013A (Taxable) (Baker Hughes Increment District Project)" and of its "Tax Apportionment/Utility Revenue Note, Series 2013B (Taxable) (Baker Hughes Increment District Project); approving the issuance by The Claremore Public Works Authority of its "Utility Revenue Note, Series 2013A (Taxable) (Baker Hughes Increment District Project)"; waiving competitive bidding on the sale of such notes; approving a security agreement by and between The City Of Claremore and The Claremore Industrial And Economic Development Authority; and containing other matters relating thereto. (**Dan McMahan**)

This agenda item will be passed to the February 4, 2013 agenda, as the passage of the Resolution requires ¾ of Council to approve. With 3 Councilors absent, the item cannot be voted on.

- (5) **Approve/Reject** declaring the following Electric Department vehicles as surplus, and authorizing their sale:
- | | | |
|-----------|---------------------------------|-----------------------|
| Unit #2 | 1997 Ford F250 Pickup Truck | VIN#3FTHF25H1VMA53371 |
| Unit #14 | 1994 Chevrolet 3500 1 ton Truck | VIN#1GBJC34K3RE198537 |
| Unit #189 | 2001 Dodge Ram Truck 2500 | VIN#3B6KF26Z81M251361 |
- (**Larry Hughes**)

Motion by Smith, second by Purkey to approve declaring the following Electric Department vehicles as surplus, and authorizing their sale:

Unit #2	1997 Ford F250 Pickup Truck	VIN#3FTHF25H1VMA53371
Unit #14	1994 Chevrolet 3500 1 ton Truck	VIN#1GBJC34K3RE198537
Unit #189	2001 Dodge Ram Truck 2500	VIN#3B6KF26Z81M251361

Roll call vote: Robertson, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

- (6) **Approve/Reject** authorizing Fire Chief & Emergency Management Director Sean Douglas to apply for the SLA Contract FY 2013 funding and to complete the associated documentation required for submittal and management of the grant if awarded. (**Sean Douglas**)

Motion by Purkey, second by Smith to authorizing Fire Chief & Emergency Management Director Sean Douglas to apply for the SLA Contract FY 2013 funding and

to complete the associated documentation required for submittal and management of the grant if awarded. Roll call vote: Robertson, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(7) Approve/Reject request to purchase of a 2012 Elgin Broom Badger Street Sweeper in the estimated amount of \$189,575 from J & R Equipment, LLC through State Contract Pricing. **(Jeremy Ledbetter)**

Motion by Smith, second by Purkey to approve the request to purchase of a 2012 Elgin Broom Badger Street Sweeper in the estimated amount of \$189,575 from J & R Equipment, LLC through State Contract Pricing. Roll call vote: Robertson, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:25 P.M.