

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma May 06, 2013**

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, Brandon Smith, and Paula Watson

Absent: None

Staff Present: Jim Thomas, Matt Ballard, Sarah Sharp, Ann Mayfield, Tim White, Kevin Bledsoe, Daryl Golbek, Larry Hughes, Stan Brown, Chis Cochran, Charlene Lawrence, Joe Kays, Sean Douglas, Ron Kolker, Donnie Burgess, and Carolyn Chapman

Pledge of Allegiance by all.

Invocation by Pastor Ted Estes of Life Changer Church

CALL TO THE PUBLIC

None

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Smith to approve the agenda for the regular CCDA meeting of May 06, 2013, 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.

Swearing in of Councilors Watson, Robertson, Purkey, and Flanagan to their new term by Municipal Judge Stanton Harrell.

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 April 15, 2013, as printed.
- (b) All claims as printed.

Motion by Smith, 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; Purkey, yes; Smith, 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; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

Meeting adjourned at 6:06 P.M.

**Minutes of the Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma May 06, 2013**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:06 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, and Paula Watson

Absent: None

Staff Present: Jim Thomas, Matt Ballard, Sarah Sharp, Ann Mayfield, Tim White, Kevin Bledsoe, Daryl Golbek, Larry Hughes, Stan Brown, Chis Cochran, Charlene Lawrence, Joe Kays, Sean Douglas, Ron Kolker, Donnie Burgess, and Carolyn Chapman

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Flanagan to approve the agenda for the regular CPWA meeting of May 06, 2013, 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 April 15, 2013, as printed.
- (b)** All claims as printed.

Motion by Willis, 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.

(2) Approve/Reject repair of 16 electric transformers by Wiley Transformers in the estimated amount of \$51,650.00.**(Larry Hughes)**

Electric Supervisor Larry Hughes stated that there will be a savings of about \$26,000 by repairing and returning the transformers back to inventory. This will be paid out of the transformer line item, which will leave about \$6,000-\$8,000 for the remainder of the fiscal year.

Motion by Flanagan, second by Smith to approve the repair of 16 electric transformers by Wiley Transformers in the estimated amount of \$51,650.00. 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 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 6:11 P.M.

**Minutes of the Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma May 06, 2013**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:11 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, and Paula Watson

Absent: None

Staff Present: Jim Thomas, Matt Ballard, Sarah Sharp, Ann Mayfield, Tim White, Kevin Bledsoe, Daryl Golbek, Larry Hughes, Stan Brown, Chis Cochran, Charlene Lawrence, Joe Kays, Sean Douglas, Ron Kolker, Donnie Burgess, and Carolyn Chapman

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Willis to approve the agenda for the regular City Council meeting of May 06, 2013, 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

(1) Swearing in of Councilors Buddy Robertson, Bill Flanagan, Don Purkey, and Paula Watson by municipal Judge Stan Harrell. This was done during the CCDA portion of the meeting.

City Manager Jim Thomas presented Mayor Mickey Perry with a framed Citation by Senator Sean Burrage and Rep. Marty Quinn recognizing Perry as the Progressive Citizen of the Year.

Electric Supervisor Larry Hughes presented Jeremy Pendergraft with a certificate recognizing his completion of the Power Lineman Apprenticeship Program.

MAYOR'S REPORT & APPOINTMENTS

None

STAFF REPORTS

Public Works Director Daryl Golbek gave a brief update on the paving. Golbek reported that all equipment is in and they are just waiting on the asphalt to be delivered. Crews will be starting on Lowry later this week and will be paving from AXH entrance to E. L. Anderson Bridge. They will then move to the Moore Addition and will pave everything from Chambers Ave. to Moore St. and from Will Rogers Blvd. to Dupont Ave. Next year they will complete the Bert Hall Addition.

Electric Supervisor Larry Hughes gave a report on the tree trimming efforts. Hughes provided cost analysis and showed before and after photos of what the crews have done. Hughes stated that we are finally following the Ordinance and completely removing anything within 10 linear feet of the lines. Hughes stated that customer service has improved greatly with City crews now doing the work. The City will save about \$100,269.79 a year in bringing these services back in house. Since October crews have removed \$319,000 in trees based on what Asplundh would have charged. The crews are getting ready to start a spraying program to help control the weeds and vines. Everyone on the crew is a licensed applicator. Councilor Flanagan requested that Hughes' report be made part of the minutes.

Kevin Bledsoe, Warehouse Supervisor and Fleet Maintenance Supervisor reported that Fleet now has 3 mechanics; they are in the process of inputting preventative maintenance schedules into the new software. Once this process is complete, Department Heads will be sent automated notifications regarding vehicle maintenance. Bledsoe stated that compared to the last year of the First Vehicle contract, the proposed Vehicle Maintenance budget for the 2013/2014 budget has been reduced by \$144,000. In regards to the Warehouse, Bledsoe reported the new Incode inventory software will be going live on May 15th. Once the software is operational, inventory information will be input to track stock. Mayor Perry asked that Council receive quarterly reports on the Vehicle Maintenance.

City Manager Jim Thomas stated that he has included a number of activities that are going on. Thomas encouraged Council to contact him if they should ever want more in depth information or have any questions. Thomas stated that he would be happy to provide any additional information requested.

CURRENT BUSINESS

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

- (a) Minutes of the Regular Council Meeting on April 15, 2013, as printed.
- (b) All claims as printed.
- (c) Actual salary claims for pay periods ending **April 12, 2013**, in the amount of **\$405, 333.11** and **April 26, 2013** in the amount of **\$401, 733.80** 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) Approval to seek annual concrete bids for the following:

3000 PSI PC Concrete

3000 PSI Concrete with Fiber Mesh

4000 PSI PC Concrete

4000 PSI Concrete with Fiber Mesh (**Jeremy Ledbetter**)

(e) Approval to see annual asphalt bids for the following:

Hot Mix- Hot Lay-Types A, B, and C

Hot Mix-Cold Lay (**Jeremy Ledbetter**)

(f) Approval to seek annual Rock, Sand, and Gravel Bids for the following:

1" Class A Rock

¾" Crusher Run

3/8" Chips

Screenings

Fill Sand (**Jeremy Ledbetter**)

(g) Approval to seek annual bids for veterinary services for the Claremore Animal Shelter. (**Jean Hurst**)

Motion by Smith, second by Watson 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.

(3) Presentation and discussion with Transystems regarding an elevated track at the Country Club intersection. (**Jim Thomas**)

Brett Lekowsky with Transystems was present to review the preliminary designs. About 6 weeks ago the Council approve a preliminary design and cost estimate to elevate the Burlington Northern Santa Fe (BNSF) railroad track at the Country Club intersection.

Lekowsky stated Transystems was provided contours by the City, they had their surveys from the previous rail project, and another firm had done some concept plans for Country Club Road: they compared all 3 sets of contours and they were within a foot or two.

Lekowsky stated there were two options- with retaining walls or without. There will be about 2 million in savings if no retaining walls are needed, but additional right-of-way will have to be purchased. There is 16.9 ft. of vertical clearance from the bottom of the structure to the roadway. There were 3 areas looked at in the project.

Area 3- Had the most significant cuts. This shifts the roadway 60-65 feet. The vet center, 2 storage buildings and 1 house on top of the hill will have to be acquired. Grade at the top of the hill at the worst would be a 50 ft. cut, which would be a 7% grade.

Area 2- Fill Section

Some driveways will have to be redone. A PSO (Public Service Company of Oklahoma) electric pole will have to be relocated (estimated cost \$100,000). The drainage around one of the ponds will have to be addressed. The greatest fill in this section is 20 ft.

Area 1-will need additional right of way easements. 4 houses will have to be acquired.

Lekowsky stated that regardless of which area is chosen, the veterinarian center will have to relocate.

The proposed Road and Rail Improvements:

Without retaining walls \$27,200,256.04

With retaining walls \$29,145,356.04

Right of way acquirement was not included in those figures.

Rail costs were a little less than expected but roadway costs were a little higher than expected.

The new roadway will have 2 lanes east and west with a center turn lane. There will be sidewalks and curb and guttering. Plans have been sent to ODOT and BNSF, there has been no feedback from them yet.

Thomas stated that in a previous meeting with ODOT Director Gary Ridley, the City committed to the preliminary design to alleviate some suspicion on the part of ODOT as to whether this project could be constructed and tied in with Route 66 without affecting the banks, Wal-Mart, etc. Thomas stated that he, Public Works Director Daryl Golbek, and Transystems have a meeting with ODOT on Thursday.

Thomas stated that he is committed to this project, and thinks this is money well spent. The City is hoping to be successful in that candid conversation they will be having with ODOT on Thursday.

(4) Approve/Reject contract with Capitol Ventures Government Relations for Lobbying Services for the 2013-2014 FY. **(Jim Thomas)**

Thomas: we are going to need resources outside of Claremore for the Water Treatment Plant and Elevated Track Projects. We can benefit greatly from their experience and skill to further our agenda along.

G.T. Bynum and Stuart McCalman were present and gave a brief overview of their firm and how they operate.

Councilor Smith stated that he would like to discuss this item once the budget is presented.

Motion by Perry, second by Purkey to approve the contract with Capitol Ventures Government Relations for Lobbying Services for the 2013-2014 FY in the estimated amount of \$42,000.00. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, no; Purkey, yes; Smith, no; and Watson, yes. Motion carried.

(5) Approve/Reject the requested relocation of the splash pad from Claremore Lake Park to Will Rogers Park. **(Joe Kays)**

Parks Director Joe Kays stated that DEQ has denied putting the water back into Claremore Lake through a babbling brook. They will require that all water be sent to sanitary sewer lines. At the minimum 1 lift station would have to be updated to keep the project at the Lake. This could add up to \$100,000 in costs and would delay the project. Kays has met with Water/Sewer staff at W.R. Park. This park was the second choice for the splash pad. There was previously an outdoor pool at this location so the infrastructure is there to support it. Kays also stated that this would be a great addition to the revitalization efforts in progress by Crystal Campbell. If the move is approved, Kays will meet with Land Plan Consultants and Campbell to coordinate efforts for the park.

Motion by Smith, second by Willis to approve the requested relocation of the splash pad from Claremore Lake Park to Will Rogers Park. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

Council took a 5 minute recess from 7:45 p.m. to 7:50 p.m. Councilor Smith was the only Councilor not present after the break.

(6) Approve/Reject addendum to the master services agreement between the Regional 911 Board and AT&T for E-911 services and equipment. **(Stan Brown)**

Motion by Perry, second by Willis to approve the addendum to the master services agreement between the Regional 911 Board and AT&T for E-911 services and equipment. Roll call vote: Willis, yes; Robertson, yes; Lepak, recuse; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; and Watson, yes. Motion carried.

(7) Approve/Reject request of Habitat for Humanity to waive Building Permit and Utility Fees. **(Daryl Golbek)**

Motion by Purkey, second by Willis to approve the request of Habitat for Humanity to waive Building Permit and Utility Fees. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; and Watson, yes. Motion carried.

(8) Approve/Reject declaring the following vehicles as surplus and authorizing their sale:

Unit 21 2002 International Truck VIN:1HTMMAAN52H412914

Unit 20 1994 Crown Victoria VIN: 2FALP71W6RX141356 (**Donnie Burgess**)
Motion by Willis, second by Flanagan to approve declaring the vehicles listed as surplus and authorizing their sale. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; and Watson, yes. Motion carried.

(9) Approve/Reject Resolution #2013-_____, expressing support for a tax credit award to rehabilitate the J.B. Milam Apartments to provide affordable housing to the citizens of Claremore. (**Jim Thomas**)

Dan Allgeier with New Rock Companies was present. Allgeier stated that the property is Senior living only, available to those with low income or on government assisted living. They will be upgrading the facilities for energy efficiencies and remodeling the commercial kitchen area of the apartments. They will be installing a storm shelter if there are enough funds.

Motion by Willis, second by Watson to approve **Resolution #2013- 6**, expressing support for a tax credit award to rehabilitate the J.B. Milam Apartments to provide affordable housing to the citizens of Claremore. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; and Watson, yes. Motion carried.

(10) Approve/Reject contract for professional services with Cherokee Nation CRC for the Household Hazardous Waste Collection (H2P2) Event June 1, 2013 in the estimated amount of \$30,000. (**Charlene Lawrence/Daryl Golbek**)

Stormwater and Pretreatment Coordinator Charlene Lawrence stated the Hazardous Waste location would be at the EXPO. This will be the same day as the Community Clean Up Day. There will be 4 locations for citizens to drop off their house hold waste, or they can take their utility bill with them to the landfill. There is \$45,000 in the budget for this event. Staff will be at each location to assist.

Motion by Willis, second by Perry to approve the contract for professional services with Cherokee Nation CRC for the Household Hazardous Waste Collection (H2P2) Event June 1, 2013 in the estimated amount of \$30,000. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, 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; Cypert, yes; Purkey, yes; and Watson, yes. Motion carried.

Meeting adjourned at 8:08 p.m.