

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma June 17, 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, Don Purkey, Brandon Smith, and Paula Watson

Absent: Thomas Cypert

Staff Present: Jim Thomas, Matt Ballard, Sarah Sharp, Ann Mayfield, Tim White, Stan Brown, Joe Kays, Ron Kolker, Daryl Golbek, Ron Burrows, Larry Hughes, Donnie Burgess, Sean Douglas, Sherry Beach, Art Andrews, Kevin Bledsoe, Jean Hurst, Carolyn Chapman, Mitch Louderback, Joyce Medlock, Jeremy Ledbetter, Chris Hayes, Ryan Pierce

Pledge of Allegiance by all.

Invocation by Councilman Purkey

CALL TO THE PUBLIC

Renee Wilson- owner of Make It Special addressed the Council regarding construction on the J.M. Davis Widening Project. Representatives from other affected businesses were present: The Bottle Shack, Rusted Rabbit, and Cotton Eyed Joes. Wilson stated the road construction is killing their business. Customers do not know they are even open, and don't know how to get to them. No notices were sent out to the property owners before construction began, and they feel very blindsided. The 4 businesses present reported at least a 50% drop in sales. Cotton Eyed Joes reported a \$2,000 a week loss. They have contacted ODOT to see if they would provide additional signage and were told they would not. Wilson asked if there were any programs that would provide compensation for lost revenue or provisions for extra signage.

City Manager Jim Thomas stated that this is a ODOT project, not a City project and that he has expressed his concerns to ODOT as well regarding the prompt completion of this project. Thomas stated that he was not opposed to the businesses placing extra signage to direct traffic to their businesses during the construction.

ACCEPTANCE OF THE AGENDA

Motion by Flanagan, second by Willis to approve the agenda for the regular CCDA meeting of June 17, 2013, as written. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, 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 June 03, 2013, as printed.
- (b) Minutes of the Special Claremore Cultural Development Authority meeting on June 10, 2013, as printed.
- (c) All claims as printed.

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

(2) **Approve/Reject CCDA Resolution #2013-_____**, adopting the Claremore Cultural Development Authority budget for the fiscal year 2013/2014 and directing that said budget be transmitted to the State Auditor and Inspector's Office.
(Jim Thomas/Ann Mayfield)

Motion by Flanagan, second by Purkey to approve **CCDA Resolution #2013- 1**, adopting the Claremore Cultural Development Authority budget for the fiscal year 2013/2014 and directing that said budget be transmitted to the State Auditor and Inspector's Office. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; Smith, yes; and Watson, yes: Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:20 P.M.

**Minutes of the Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma June 17, 2013**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:20 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, Don Purkey, Brandon Smith, and Paula Watson

Absent: Thomas Cypert

Staff Present: Jim Thomas, Matt Ballard, Sarah Sharp, Ann Mayfield, Tim White, Stan Brown, Joe Kays, Ron Kolker, Daryl Golbek, Ron Burrows, Larry Hughes, Donnie Burgess, Sean Douglas, Sherry Beach, Art Andrews, Kevin Bledsoe, Jean Hurst, Carolyn Chapman, Mitch Louderback, Joyce Medlock, Jeremy Ledbetter, Chris Hayes, Ryan Pierce

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Watson to approve the agenda for the regular CPWA meeting of June 17, 2013, as written. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, 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 June 03, 2013, as printed.
- (b)** Minutes of Claremore Public Works Authority Special Meeting on June 10, 2013, as printed.
- (c)** All claims as printed.

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

(2) Approve/Reject Change Order No. 1 with Oklahoma Department of Transportation (ODOT) in the amount of \$15,500.05 for the J.M. Davis Blvd. widening project.
(Chris Cochran)

Ryan Pierce with Tri-State Engineering was present to answer any questions regarding the Change Order. Pierce stated that it is estimated the City's portion will be about \$3,800 and the STP funds should cover the remaining balance.

Motion by Watson, second by Flanagan to approve Change Order No. 1 with Oklahoma Department of Transportation (ODOT) in the amount of \$15,500.05 for the J.M. Davis Blvd. widening project. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; Smith, yes; and Watson, yes: Motion carried.

(3) Approve/Reject CPWA Resolution #2013-_____, adopting the Claremore Public Works Authority budget for the fiscal year 2013/2014 and directing that said budget be transmitted to the State Auditor and Inspector's Office.
(Jim Thomas/Ann Mayfield)

Motion by Flanagan, second by Perry to approve **CPWA Resolution #2013- 4**, adopting the Claremore Public Works Authority budget for the fiscal year 2013/2014 and directing that said budget be transmitted to the State Auditor and Inspector's Office. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; Smith, no; and Watson, yes: Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:27 P.M.

**Minutes of the Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma June 17, 2013**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:27 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, Don Purkey, Brandon Smith, and Paula Watson

Absent: Thomas Cypert

Staff Present: Jim Thomas, Matt Ballard, Sarah Sharp, Ann Mayfield, Tim White, Stan Brown, Joe Kays, Ron Kolker, Daryl Golbek, Ron Burrows, Larry Hughes, Donnie Burgess, Sean Douglas, Sherry Beach, Art Andrews, Kevin Bledsoe, Jean Hurst, Carolyn Chapman, Mitch Louderback, Joyce Medlock, Jeremy Ledbetter, Chris Hayes, Ryan Pierce

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Watson to approve the agenda for the regular City Council meeting of June 17, 2013, as written. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, 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

None

STAFF REPORTS

Finance Director Ron Kolker gave a brief update regarding bond refinancing. Kolker stated the bonds were closed on a week ago. There will be a savings of \$3,014,876.00 over the life of the bonds in interest paid. The savings in the first year will be about \$85,000.00. Insurance was purchased to increase the bond rating. The cost of the insurance was included in the refinancing. Kolker stated that even with the additional expense, the benefit far outweighed the cost.

City Manager Jim Thomas stated that CIEDA Director Mickey Thompson has resigned. Thomas has met with the CIEDA board and asked them not to do anything with the Director position until the City evaluates the City's vacant economic development position. Thomas feels that there is some streamlining and more efficient ways to do economic development. Thomas will have a full review of CIEDA done within the next 30 days. The City has committed \$400,000 to CIEDA for the next fiscal year.

Airport-

Thomas stated that he was surprised to see the article in the Tulsa paper as well. Thomas and Mayor Perry attended one briefing back in February. Thomas stated that he is not sure that it is in the best interest of Claremore to have the Tulsa Airport Authority take over the airport.

Thomas presented documentation that shows the fiscal impact of raising the minimum wages of employees to \$12.25 an hour. The change would affect 39 employees and would have a fiscal impact of \$63,845.22.

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a)** Minutes of the Regular Council Meeting on June 03, 2013, as printed.
- (b)** Minutes of the Special Council Meeting on June 10, 2013, as printed.
- (c)** All claims as printed.
- (d)** Actual salary claims for pay periods ending **June 07, 2013**, in the amount of **\$392, 029.28** 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)** Approve Renewal of Lease Agreement between the City of Claremore and Frank C. Robson and Ludmila Robson for use of park land behind Reasor's – July 1, 2013 to June 30, 2014 - \$1.00 per year. **(Joe Kays)**
- (f)** Approve Renewal of Lease Agreement between the City of Claremore and the Church at Claremore for use of park land – from July 1, 2013 to June 30, 2014. **(Joe Kays)**
- (g)** Approve Renewal of Lease Agreement between the City of Claremore and Claremore Elks Lodge #1230 for use of park land – from July 1, 2013 to June 30, 2014. **(Joe Kays)**
- (h)** Approve Renewal of Lease Agreement between the City of Claremore and Rogers County Health Department for use of park land – from July 1, 2013 to June 30, 2014. **(Joe Kays)**
- (i)** Approve Renewal of Agreement for Administration of the Sales Tax Ordinance of the City of Claremore – Oklahoma Tax Commission.
- (j)** Approve Renewal of Agreement for Administration of the Use Tax Ordinance Oklahoma Tax Commission.

- (k) Approve Renewal of Agreement between City of Claremore and Claremore Convention and Visitors Bureau, Inc. for promotion of tourism from July 1, 2013 to June 30, 2014. **(Jim Thomas)**
- (l) Approve payment of annual discharge permits to Oklahoma Department of Environmental Quality (ODEQ) for the Water Treatment Facility and the Waste Water Treatment Facility. **(Charlene Lawrence/Daryl Golbek)**
- (m) Approve award of annual veterinary bid to ARK Animal Hospital. **(Jean Hurst/Stan Brown)**

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

- (2) Approve/Reject** proposed fireworks show on September 12, 2013 during the Rogers County Fair.

Lisa Rogers with The Rogers County Fair Board was present to answer any questions. Rogers stated that she, City Manager Jim Thomas, and Fire Marshall Jason Crandall went to the site. The launch site will be at the top of the hill on Archer and Holiday Lane. This will be the farthest away from residents and will also give the fireworks the most visibility. Rogers stated that she is working with the Fire Marshall to make sure that all local and state regulations are followed.

Motion by Perry, second by Willis to approve the proposed fireworks show on September 12, 2013 during the Rogers County Fair. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; Smith, yes; and Watson, yes: Motion carried.

- (3) Approve/Reject** Property Insurance Policy for the 2013/2014 FY with Traveler's Insurance in the estimated amount of \$164,226.00. **(Sarah Sharp)**

Dave Burrows of Burrows Insurance Agency was present to review the policy and answer any questions.

Motion by Smith, second by Watson to approve the Property Insurance Policy for the 2013/2014 FY with Traveler's Insurance in the estimated amount of \$164,226.00. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, abstain; Perry, yes; Purkey, yes; Smith, yes; and Watson, yes: Motion carried.

- (4) Discussion only:** Discussion regarding the impact of Health Care Reform, Patient Protection and Affordable Care Act (PPACA) Fee and Tax. **(Jim Thomas/Dason Gwartney)**

Dason Gwartney with Premier Consulting Partners presented an overview of the Health Care Reform, Patient Protection and Affordable Care Act (PPACA) Fee and Tax.

Gwartney stated there were three new taxes and fees passed with the bill: Comparative Effectiveness Research Fee, Health Insurance Industry Fee, and the Reinsurance Assessment Fee. The fees will be facilitated through the insurance carriers and will be included in yearly rates. The fees cannot be directly passed on to the employees because they are taxes. Costs can be off-set through portion employees pay for coverage.

Thomas stated that the \$35,000 the fees will cost the City in FY 2013/2014 are not included in the budget, but can be absorbed.

(5) Approve/Reject holding a Community Development Block Grant (CDBG) Needs Hearing on the Claremore CDBG Small Cities Program. **(Art Andrews/Andy Armstrong)**

Motion by Perry, second by Flanagan to approve holding a Community Development Block Grant (CDBG) Needs Hearing on the Claremore CDBG Small Cities Program. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; Smith, yes; and Watson, yes: Motion carried.

Hearing opened at 7:25 p.m.

There were no public comments.

Andy Armstrong explained the program, stating that this is a matching grant. The City matches the funds granted through ODOC (Oklahoma Department of Commerce) for the project. The matching funds have been budgeted for FY 2013/2014.

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

Hearing closed at 7:32 p.m.

(6) Approve/Reject FY13 CDBG Citizens Participation Plan for the City of Claremore. **(Art Andrews/Andy Armstrong)**

Motion by Flanagan, second by Lepak to approve the FY13 CDBG Citizens Participation Plan for the City of Claremore. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; Smith, yes; and Watson, yes: Motion carried.

(7) Approve/Reject Interlocal Agreement for the Operation and Utilization of the Tulsa Area Community Intervention Center. **(Stan Brown)**

Chief Brown explained that this agreement will provide intake assessment and treatment plans for serious juvenile offenders.

Motion by Willis, second by Smith to approve the Interlocal Agreement for the Operation and Utilization of the Tulsa Area Community Intervention Center. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; Smith, yes; and Watson, yes: Motion carried.

(8) Approve/Reject contract with Claremore Public Schools to provide funding for an additional police officer to serve law enforcement and school resource officer functions. **(Stan Brown)**

Chief Brown stated that it is the intention of Claremore Public Schools to commit to this for a 3 year plan. Brown is confident that if funding falls through in following years the police department will be able to absorb the position due to attrition. The focus of the officer will be site security and site plans for the schools. The officer will be at all campuses, depending on where they are needed. The officer will serve as a police officer during the summer months.

Motion by Purkey, second by Willis to approve the contract with Claremore Public Schools to provide funding for an additional police officer to serve law enforcement and school resource officer functions. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; Smith, yes; and Watson, yes: Motion carried.

(9) Approve/Reject Ordinance No. 2013-_____, amending Section 51.11 of the City of Claremore Code of Ordinances and establishing an amended rate structure for garbage collection fees. **(Jim Thomas/Ann Mayfield)**

Thomas stated the last time the garbage rates were addressed was in 2007, and at that time they were decreased by \$1.

Motion by Flanagan, second by Watson to approve **Ordinance No. 2013- 9**, amending Section 51.11 of the City of Claremore Code of Ordinances and establishing an amended rate structure for garbage collection fees. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; Smith, yes; and Watson, yes: Motion carried.

(10) Approve/Reject Ordinance No. 2013-_____, amending Section 52.215 of the City of Claremore Code of Ordinances and establishing an amended charge for sewer service. **(Jim Thomas/Ann Mayfield)**

Thomas stated the last time the sewer rates were reviewed was in 2001. The proposed increases for sewer rates, garbage rates, and water rates will average about \$16.00 a month for an average household.

Motion by Flanagan, second by Watson to approve **Ordinance No. 2013- 10**, amending Section 52.215 of the City of Claremore Code of Ordinances and establishing an amended charge for sewer service. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; Smith, yes; and Watson, yes: Motion carried.

(11) Approve/Reject Ordinance No. 2013-_____, amending Section 53.05 of the City of Claremore Code of Ordinances and establishing amended rates for water service. **(Jim Thomas/Ann Mayfield)**

Motion by Willis, second by Watson to approve **Ordinance No. 2013- 11**, amending Section 53.05 of the City of Claremore Code of Ordinances and establishing amended rates for water service. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; Smith, no; and Watson, yes: Motion carried.

(12) Approve/Reject Resolution # 2013-_____, adopting the City of Claremore Budget for the fiscal year 2013/2014 and directing that said budget be transmitted to the State Auditor and Inspector's Office. **(Jim Thomas/Ann Mayfield)**

Motion by Flanagan, second by Purkey to approve **Resolution # 2013- 9**, adopting the City of Claremore Budget for the fiscal year 2013/2014 and directing that said budget be transmitted to the State Auditor and Inspector's Office. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; Smith, no; and Watson, yes: Motion carried.

(13) Approve/Reject General Liability and Vehicle Insurance Policy for the 2013/2014 FY from Oklahoma Municipal Assurance Group (OMAG) in the estimated amount of \$186,119.41. (Sarah Sharp)

Motion by Perry, second by Willis to approve the General Liability and Vehicle Insurance Policy for the 2013/2014 FY from Oklahoma Municipal Assurance Group (OMAG) in the estimated amount of \$186,119.41. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; Smith, yes; and Watson, yes: Motion carried.

EXECUTIVE SESSION

1. Approve/Reject going into executive session pursuant to Oklahoma Statutes Title 25, Section 307 (b) (2), for the following purpose:

(a) Discussing collective bargaining labor negotiation proceedings concerning the Claremore Fire Union, IAFF Local 1077.

2. Executive session to discuss item (a).

Motion by Willis, second by Perry to enter into executive session to discuss item (a). Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; Smith, yes; and Watson, yes: Motion carried.

Council entered executive session: 7:50 p.m.

Council exited executive session: 8:43 p.m.

3. Return to regular session.

Motion by Smith, second by Willis to acknowledge return to regular session. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Purkey, yes; Smith, yes; and Watson, 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 listed were discussed. No votes were cast and no decisions were made.

5. Discussion and possible vote to take any action related to the 2013-2014 Collective Bargaining Agreement between the City and the Claremore Fire Union, IAFF Local 1077, including possible (1) acceptance or rejection of any proposal from IAFF Local 1077, (2) approval or rejection of any tentative agreement between the bargaining units of IAFF Local 1077 and the City, (3) vote to demand or respond to a demand for arbitration, (4) vote regarding a last best offer from the City or IAFF Local 1077, and/or (5) vote to take any other action deemed necessary regarding the 2013-2014 Collective Bargaining Agreement.

No action was taken on item 5.

Councilor Smith wanted to go on record stating that going forward, he feels comfortable with the last proposal made by the City in negotiations and would like to see the City move forward with that proposal and nothing more.

ADJOURNMENT

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

Meeting adjourned at 8:46 p.m.