

MINUTES OF CLAREMORE PUBLIC WORKS AUTHORITY MEETING  
COUNCIL CHAMBERS, CITY HALL, 104 S. MUSKOGEE,  
CLAREMORE, OKLAHOMA MAY 18, 2009

CALL TO ORDER

Meeting called to order by Mayor Brant Shallenburger at  
6:00 P.M.

ROLL CALL

Nan Pope called roll. The following were:

**Present:** Brant Shallenburger, Don Myers, Buddy Robertson,  
Tony Mullenger, Flo Guthrie, Mick Webber, Terry  
Chase, Tom Lehman, Paula Watson

**Absent:** None

**Staff Present:** Troy Powell, Nan Pope, Randy Elliott, Matt  
Mueller, Ruby Maline, Cassie Sowers, Tim Miller,  
Daryl Golbek, Ron and Jeff Kolker, Mark Dowler,  
Chris Cochran, Jennifer Cummings, Joe Perez,  
Mickey Perry, Phil Stowell

Others Present: Rogers County Sheriff Scott Walton

Pledge of Allegiance by all.

Invocation by Ted Estes, Life Changer Church.

ACCEPTANCE OF AGENDA

Motion by Mullenger, second by Guthrie that the agenda for the  
regular CPWA meeting of May 18, 2009, be approved as written. 9  
yes, Mullenger, Guthrie, Myers, Robertson, Shallenburger,  
Webber, Chase, Lehman, Watson.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

CURRENT BUSINESS

Motion by Mullenger, second by Guthrie to approve the following  
consent items:

- (a) Minutes of Claremore Public Works Authority meeting  
on May 04, 2009, as printed.
- (b) All claims as printed.
- (c) Approve soliciting annual bids for drinking water  
treatment chemicals. **(Janet Donnelly)**
- (d) Approve soliciting annual bids for drinking water and  
wastewater analysis. **(Janet Donnelly)**
- (e) Approve Identity Theft Prevention Program for CPWA  
and appointment of the Director of Utilities (Tim  
Miller) as the senior administrator of said program.  
**(Tim Miller/Joyce Medlock)**
- (f) Authorize City Manager to do the following:  
**(Kolker & Kolker/Ruby Maline)**

- A)** Consolidate the following funds into Claremore Public Works Authority Fund 40:  
Fund 40 - Enterprise Fund  
Fund 41 - CPWA Revenue Fund  
Fund 30 - Meter Fund  
Fund 44 - Water & Sewer Capital Improvements  
Funds 48-50 - Available Construction Funds

**And**

- B)** Make or decline to make budgetary and/or financial transfers deemed necessary for fiscal year ending June 30, 2009

9 yes, Mullenger, Guthrie, Myers, Robertson, Shallenburger, Webber, Chase, Lehman, Watson.

Motion by Mullenger, second by Guthrie to approve purchase of miscellaneous materials for overhead and underground lines from Diversified Electric in the amount of \$88,501.65.

Chase - What Fund - Answer - Fund 48 - Bond

9 yes, Mullenger, Guthrie, Robertson, Shallenburger, Webber, Chase, Lehman, Watson, Myers.

48/40 funds - school

Webber - 3 - Lowery, west of Hwy 66

4 - Ramm

Ruby - for new school 30-60 days from now

Motion by Mullenger, second by Guthrie to approve purchase of overhead and underground lines for substations 3 and 4 from KC Utility Packaging in the amount of \$54,252.12 **AND** wire to run down Hwy 66 for new school site on King Road from KC Utility Packaging in the amount of \$23,605.78. 9 yes, Mullenger, Guthrie, Shallenburger, Webber, Chase, Lehman, Watson, Myers, Robertson.

Complete - first before Thanksgiving

Troy - will complete all work from bond package - I delayed bids will expire - Kolker - reviewed

Webber - where do we stand on costs for RDI - \$600,000 transformer that we purchased

when are they going to be ready to go on line

Tim Miller - everything in place when they are ready

40-45% Oklahoma Plaza will use when they're ready - needed regardless

Webber - we've spent a million dollars tonight

Troy - get us caught up on bond

Substations 1-4 - to be upgraded over the next 4 to 5 years

Motion by Mullenger, second by Guthrie to accept bid for construction of substation upgrades to substations 1-4 from Bison Electric in the amount of \$998,715. 9 yes, Mullenger, Guthrie, Shallenburger, Webber, Chase, Lehman, Watson, Myers, Robertson.

**ADJOURN**

Motion by Mullenger, second by Guthrie to adjourn. 9 yes, Mullenger, Guthrie, Shallenburger, Webber, Chase, Lehman, Watson, Myers, Robertson.

Meeting adjourned at **6:12 P.M.**

**MINUTES OF CLAREMORE CULTURAL DEVELOPMENT AUTHORITY MEETING  
COUNCIL CHAMBERS, CITY HALL, 104 S. MUSKOGEE,  
CLAREMORE, OKLAHOMA MAY 18, 2009**

**CALL TO ORDER**

Meeting called to order by Mayor Brant Shallenburger at **6:12 P.M.**

**ROLL CALL**

Mayor Shallenburger asked Nan Pope to note that members are present/absent as indicated below:

**Present:** Brant Shallenburger, Don Myers, Buddy Robertson, Tony Mullenger, Flo Guthrie, Mick Webber, Terry Chase, Tom Lehman, Paula Watson

**Absent:** None

**Staff Present:** Troy Powell, Nan Pope, Randy Elliott, Matt Mueller, Ruby Maline, Cassie Sowers, Tim Miller, Daryl Golbek, Ron and Jeff Kolker, Mark Dowler, Chris Cochran, Jennifer Cummings, Joe Perez, Mickey Perry, Phil Stowell

Others Present: Rogers County Sheriff Scott Walton

**ACCEPTANCE OF AGENDA**

Motion by Mullenger, second by Guthrie that the agenda for the regular CCDA meeting of May 18, 2009, be approved as written. 9 yes, Mullenger, Guthrie, Webber, Chase, Lehman, Watson, Myers, Robertson, Shallenburger.

**ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED**

None

**CURRENT BUSINESS**

Motion by Mullenger, second by Guthrie that the CCDA approve the following consent items:

- (a) Minutes of Claremore Cultural Development Authority meeting on May 04, 2009, as printed.

- (b) All claims as printed.  
(c) Authorize City Manager to do the following:  
**(Kolker & Kolker/Ruby Maline)**

Make or decline to make budgetary and/or financial transfers deemed necessary for fiscal year ending June 30, 2009

9 yes, Mullenger, Guthrie, Chase, Lehman, Watson, Myers, Robertson, Shallenburger, Webber.

#### **ADJOURNMENT**

Motion by Mullenger, second by Guthrie to adjourn. 9 yes, Mullenger, Guthrie, Lehman, Watson, Myers, Robertson, Shallenburger, Webber, Chase.

Meeting adjourned at **6:15 P.M.**

#### **MINUTES OF REGULAR COUNCIL MEETING COUNCIL CHAMBERS, CITY HALL, 104 S. MUSKOGEE, CLAREMORE, OKLAHOMA MAY 18, 2009**

#### **CALL TO ORDER**

Meeting called to order by Mayor Brant Shallenburger at **6:15 P.M.**

#### **ROLL CALL**

Mayor Shallenburger asked Nan Pope to note that members are present/absent as indicated below:

**Present:** Brant Shallenburger, Don Myers, Buddy Robertson, Tony Mullenger, Flo Guthrie, Mick Webber, Terry Chase, Tom Lehman, Paula Watson

**Absent:** None

**Staff Present:** Troy Powell, Nan Pope, Randy Elliott, Matt Mueller, Ruby Maline, Cassie Sowers, Tim Miller, Daryl Golbek, Ron and Jeff Kolker, Mark Dowler, Chris Cochran, Jennifer Cummings, Joe Perez, Mickey Perry, Phil Stowell

#### **ACCEPTANCE OF AGENDA**

Motion by Mullenger, second by Guthrie that the agenda for the regular council meeting of May 18, 2009 be approved as written. 9 yes, Mullenger, Guthrie, Myers, Robertson, Shallenburger, Webber, Chase, Lehman, Watson.

#### **ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED**

None

#### **AWARDS, PRESENTATIONS, AND COMMUNICATIONS**

Built in 1902 by Bayless Family (Belvidere) for daughter who married son of J.M. Davis 1902.

Phil Stowell - Recognition of Natasha Schroeder, 205 N. Choctaw Ave. and Rogers County Loan, 707 N. Lynn Riggs as recipients of Care More for Claremore's properties of the month for improvement on aesthetic value of neighborhood.

#### **CALL TO THE PUBLIC**

None

#### **MAYOR'S REPORT & APPOINTMENTS**

None

#### **STAFF REPORTS**

Troy Powell - (1) electric - not real flashy - but will make a dramatic difference - giant step  
(2) flooding - meeting with Emergency Management - FEMA can't travel - viable plan mitigating

#### **CURRENT BUSINESS**

Motion by Mullenger, second by Guthrie to approve the following consent items:

- (a) Minutes of Regular Council meeting on May 04, 2009, as printed.
- (b) Minutes of Special Council meeting on May 04, 2009, as printed.
- (c) All claims as printed.
- (d) Actual salary claims for pay period ending May 02, 2009 in the amount of \$379,678.46 and estimated salary claims for next pay period in the amount of \$500,000.
- (e) Denial of tort claim submitted by Precilla Golike **(based on recommendation by OMAG)** - loss date 3-21-09, #27347-MP. **(Nan Pope/Randy Elliott)**
- (f) Approve recommendation of Agent of Record for City of Claremore property insurance for FY 2009/2010 - Burrows and Burrows Agency, Dave Burrows, Agent. **(Nan Pope)**
- (g) Authorize City Manager to do the following:  
**(Kolker & Kolker/Ruby Maline)**
  - A) Consolidate the following funds:
    - 1) Municipal Court Fund into General Fund
    - 2) Street Sales Tax Fund into Street & Alley Fund
  - And**
  - B) Make or decline to make budgetary and/or financial transfers deemed necessary for fiscal year ending June 30, 2009

9 yes, Mullenger, Guthrie, Robertson, Shallenburger, Webber, Chase, Lehman, Watson, Myers.

Chris Cochran - we need to replace existing pump with larger size - have added lots of line now need bigger pump

Motion by Mullenger, second by Guthrie to approve purchase of pumps for Oakwood Lift Station from Automatic Engineering, Inc. in the amount of \$48,950. 9 yes, Mullenger, Guthrie, Shallenburger, Webber, Chase, Lehman, Watson, Myers, Robertson.

Spay OK - Debbie Stellis - willing to bring mobile spay and neuter unit to shelter - low income to help community under \$45.00 - spay & neuter

Motion by Mullenger, second by Guthrie to adopt **Ordinance #2009-10** amending Title IX, Chapter 92 of the Code of Ordinances of the City of Claremore by repealing same and enacting a new Chapter 92 within Title IX of said Ordinances pertaining to the possession and control of animals and fowl within the city limits of the City of Claremore, Oklahoma. 9 yes, Mullenger, Guthrie, Shallenburger, Webber, Chase, Lehman, Watson, Myers, Robertson.

Denied by Planning Commission - owner Gary Richardson - owned for 15 years - single family housing - all nearby - rental property - no duplexes currently

Chase - Always a concern - for multi-family in a neighborhood or single family

Mullenger - table to 6-15-2009 Council meeting

Lehman - wants to see street view of neighboring houses, wants pictures on any change of zoning ordinance.

Watson leaves meeting at 6:45 P.M.

Motion by Mullenger, second by Guthrie to table (**until 6-15-09**) this **Ordinance** changing the zoning of a parcel of land in Block 3 of Park Boulevard Acreage Addition of the City of Claremore, Oklahoma and being a part of Section 9, 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 - property location - 101 E. 13th Pl.

**(This Ordinance is an appeal to overturn Planning Commissions Denial of Zoning Change on April 21, 2009)**

9 yes, Mullenger, Guthrie, Shallenburger, Webber, Chase, Lehman, Myers, Robertson.

Chris - (1) made changes on floor tonight

Matt - recommended by Planning Commission - scrolling text -not longer than 8 seconds

Chris - (2) allow shopping centers larger sign size - staff supports

Chris - (3) maximum sign size - we back off - cap road frontage  
Troy - Reviewing in a couple of years - really hard on our development right now.

Approve 1106 B - Sub 7 - Max A1,2,3, larger than 75 sq. ft.

Motion by Mullenger, second by Guthrie to adopt **Ordinance #2009-11** amending the Comprehensive Zoning Ordinance of the City of Claremore, by repealing Chapter 11 - Signs, Section 1522 - Signs; and Section 1521 - Business Signs and Outdoor Advertising, also known as Section 1522 Outdoor Advertising Signs, and enacting a new Chapter 11 - Signs; Prohibiting Off-Premise Signs except where expressly exempted; identifying prohibited signs and exempt signs; and providing regulations for on-premise signs

**AND**

by amending Section 1703 - Nonconforming Signs; providing regulations for removal, repair and maintenance of legal nonconforming signs; and requiring nonconforming digital displays to remove prohibited content. 8 yes, Mullenger, Guthrie, Webber, Chase, Lehman, Myers, Robertson, Shallenburger.

Mullenger - partnership between City and Rogers County Sheriff Fleet to hire additional employees - will add 160 hours to Fleet schedule with addition of Sheriff's vehicles  
Tim Miller - prediction of \$16,000 to \$20,000 first year revenue to the City - this contract is at the Rogers County District Attorney's office for minor tweaking

Motion by Mullenger, second by Guthrie to approve Amendment #2 to the Municipal Fleet Management and Maintenance Services Contract between the City of Claremore, Oklahoma and First Vehicle Services to include the following: Shared Services - Contractor will provide repair and maintenance services for Rogers County Sheriff provided City and Contractor agree on terms to provide such services - City will receive \$15.00 for every hour billed to Rogers County Sheriff's Office by First Vehicle Services. 8 yes, Mullenger, Guthrie, Chase, Lehman, Myers, Robertson, Shallenburger, Webber.

#### **EXECUTIVE SESSION**

None

#### **ADJOURN**

Motion by Mullenger, second by Guthrie to adjourn. 8 yes, Mullenger, Guthrie, Lehman, Myers, Robertson, Shallenburger, Webber, Chase.

Meeting adjourned at **7:10 P.M.**

MINUTES OF SPECIAL COUNCIL MEETING  
COUNCIL CHAMBERS, CITY HALL, 104 S. MUSKOGEE,  
CLAREMORE, OKLAHOMA MAY 18, 2009

CALL TO ORDER

Meeting began at 7:20 P.M.

**Present:** Brant Shallenburger, Don Myers, Buddy Robertson,  
Tony Mullenger, Flo Guthrie, Mick Webber, Terry  
Chase, Tom Lehman

**Absent:** Paula Watson

**Staff Present:** Troy Powell, Nan Pope, Matt Mueller, Tim Miller,  
Phil Stowell, Daryl Golbek, Joe Perez, Mark  
Dowler, Ruby Maline, Ron and Jeff Kolker

Budget Public hearing is on 6-10 @ 4:00 P.M.

Troy - I don't foresee issues - plain budget - we have taken  
revenue projections - the budget is totally flat -  
the budget is all operations - we will have -0- roll-over - if  
any money left, it will go to capital next year

Webber - what are our reserves?

Kolker - will provide by June 30

Kolker wants to segregate all funds that make up public works  
and segregate CCDA funds

Webber - wants Kolker's to bring account balances, by fund, to  
finance meeting -

Kolker - it won't be ready by tomorrow, but I'll bring  
something.

Mullenger - wanted it 60 days ago - tell all - want to know  
what is what - I want monthly financial statements - I want to  
know whose heads are going to roll - I want all number's at  
next meeting

Kolker - we will have numbers at next meeting

Webber - are we planning in a reduction in electric sales -  
flat revenues

Tim Miller - we see growth

Webber - you realize Burgess Norton left

Webber - you might want to check that - electric revenues are  
extremely weather dependant

Troy - we're budgeting revenue extremely conservatively

Webber - Hydro-Hoist is running machines 50% less



Chase invites everyone to finance committee meeting tomorrow - Paula, Flo, Mick, Terry, Kolker's

Chase - Finance meeting open - outside third party auditor - we need to get that done

Ron Kolker - we're going to have the 6/08 and 6/09 numbers ready for audit by August - do two years at once - All that is left to finish is FEMA, fixed assets and - vacation & comp  
Previously you paid \$38,500 for the 2007 audit - I have put in the budget \$30,000 for two (2) audits 2008 and 2009.

Mullenger - I hope this firm is not one we previously used

Troy - we are closing free dump center on Ramm Road - we can't afford to provide that service after budget in July.

Webber - Do the rural water districts know rates are increasing drastically

Tim Miller - They are aware of increase, just not how much of an increase.

Meeting ended at 8:00 P.M.