

**Regular Minutes of the Claremore Cultural Development Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma March 07, 2011**

CALL TO ORDER

Meeting called to order by Mayor Flo Guthrie at 6:00 P.M.

Mayor Flo Guthrie asked Sarah Sharp to note that members are present/absent as indicated below:

Present: Terry Willis, Buddy Robertson, Cory Williams, Kimber Cobb, Flo Guthrie, Thomas Cypert, Dwayne Caldwell, Paula Watson

Absent: Terry Adams

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Sean Douglas, Ruby Maline, Cassie Woods, Chris Cochran, Stan Brown, Ron Kolker, Jennifer Cummings, Kesslie Wilson, Sharon McDonald, Joe Kays, Ron Burrows

Pledge of Allegiance by all.

Invocation by Deacon Vince, St. Cecilia's Catholic Church

CALL TO THE PUBLIC

Donna Walker-Green Country Towing

Ms. Walker stated that in regard to the proposed towing ordinance, she wanted to know why there is an inspection requirement by the City. She stated that all of their vehicles are already inspected by the state. She has no problem with paying the City fees associated with the Ordinance. She further stated that if a committee was formed, a representative from each wrecker service should be on the committee.

Tammy Beam- Raceway Towing

Ms. Beam states that she has been on the committee that reviewed the policy for City Towing Services. The committee met up until June, then with all of the changes within the City, the meetings stopped. The committee was assured, in writing that they would be able to review the final draft before it went to Council for approval. She recommends that the Ordinance be tabled until all wrecker services can review the Ordinance.

ACCEPTANCE OF THE AGENDA

Motion by Cobb, second by Watson that the agenda for the regular CCDA meeting of March 07, 2011, be approved as written. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, 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 February 21, 2011, as printed.
- (b)** All Claims as printed.
- (c)** Approve contract renewal of purchasing cards with JP Morgan Chase.
(Ruby Maline)

Motion by Cobb, second by Willis that the CCDA approve the consent items as printed.

Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

ADJOURNMENT

Motion by Cobb, second by Watson to adjourn. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

Meeting adjourned at 6:13 P.M.

**Regular Minutes of Claremore Public Works Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma March 07, 2011**

CALL TO ORDER

Meeting called to order by Mayor Flo Guthrie at 6:13 P.M.

Mayor Flo Guthrie asked Sarah Sharp to note that members are present/absent as indicated below:

Present: Terry Willis, Buddy Robertson, Cory Williams, Kimber Cobb, Flo Guthrie, Thomas Cypert, Dwayne Caldwell, Paula Watson

Absent: Terry Adams

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Sean Douglas, Ruby Maline, Cassie Woods, Chris Cochran, Stan Brown, Ron Kolker, Jennifer Cummings, Kesslie Wilson, Sharon McDonald, Joe Kays, Ron Burrows

ACCEPTANCE OF THE AGENDA

Motion by Watson, second by Robertson that the agenda for the regular CPWA meeting of March 07, 2011, be approved as written. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, 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 February 21, 2011, as printed.
- (b)** All claims as printed.
- (c)** Approve contract renewal for purchasing cards with JP Morgan Chase.
(Ruby Maline)
- (d)** Approve Engineering Services with Tri-State Engineering (TSE) to survey and design 3,900 LF of 16' (minimum) water line extension from the Oakridge Addition to the Sioux Tower. **(Chris Cochran)**

Motion by Watson, second by Willis to approve the consent items as listed. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

(2) Approve/Reject designating the Mayor as the certifying officer for the City of Claremore under the National Environmental Policy Act of 1969 to assume overall responsibility for the environmental review process and authorizing the Mayor to sign the CDBG Certification of Leverage, Environmental Certification and Request for Release of Funds. **(Art Andrews/Chris Cochran)**

Motion by Watson, second by Robertson to approve designating Mayor Flo Guthrie as the certifying officer for the City of Claremore under the National Environmental Policy Act of 1969 to assume overall responsibility for the environmental review process and authorizing the Mayor to sign the CDBG Certification of Leverage, Environmental Certification and Request for Release of Funds. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

(3) Approve/Reject a Finding of Categorical Exclusion/Exemption from Release of Funds Publication on the Environment of the 14416 CDBG 10 Sanitary Sewer Infrastructure Program. **(Art Andrews/Chris Cochran)**

Motion by Watson, second by Robertson to approve a Finding of Categorical Exclusion/Exemption from Release of Funds Publication on the Environment of the 14416 CDBG 10 Sanitary Sewer Infrastructure Program. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

(4) Approve/ Reject Resolution #2011-_____ for Residential and Anti-Displacement and Relocation Assistance Plan for the Grant funds of 14416 CDBG 2010. **(Art Andrews/Chris Cochran)**

Motion by Watson, second by Robertson to approve **Resolution #2011-1** for Residential and Anti-Displacement and Relocation Assistance Plan for the Grant funds of 14416 CDBG 2010. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

(5) Approve/Reject awarding 13898 CDBG 2009 Sanitary Sewer Rehabilitation Project to T & G Excavating, Inc. in the amount of \$244,444.00 for the Base Bid and Add Alternates 1, 2, & 3. **(Art Andrews/Chris Cochran)**

Motion by Watson, second by Willis to approve awarding 13898 CDBG 2009 Sanitary Sewer Rehabilitation Project to T & G Excavating, Inc. in the amount of \$244,444.00 for the Base Bid and Add Alternates 1, 2, & 3. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

ADJOURNMENT

Motion by Robertson, second by Willis to adjourn. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

Meeting adjourned at 6:20 P.M.

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma March 07, 2011**

CALL TO ORDER

Meeting called to order by Mayor Flo Guthrie at 6:20 P.M.

Mayor Flo Guthrie asked Sarah Sharp to note that members are present/absent as indicated below:

Present: Terry Willis, Buddy Robertson, Cory Williams, Kimber Cobb, Flo Guthrie, Thomas Cypert, Dwayne Caldwell, Paula Watson

Absent: Terry Adams

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Sean Douglas, Ruby Maline, Cassie Woods, Chris Cochran, Stan Brown, Ron Kolker, Jennifer Cummings, Kesslie Wilson, Sharon McDonald, Joe Kays, Ron Burrows

ACCEPTANCE OF THE AGENDA

Motion by Cobb, second by Watson that the agenda for the regular City Council meeting of March 07, 2011, be approved as written. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

Swearing in of Ward III Councilman Terry Willis by Municipal Judge Stanton Harrell.

MAYOR'S REPORT & APPOINTMENTS

None

STAFF REPORTS

None

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a)** Minutes of the Special/Pre-Council Council Meeting on February 21, 2011, as printed.

- (b) Minutes of the Regular Meeting on February 21, 2011, as printed.
- (c) All claims as printed.
- (d) Actual salary claims for pay period ending **January 21, 2011** in the amount of **\$382,943.37** and estimated salary claims for next pay period in the amount of \$500,000.00.
- (e) Approve contract renewal for purchasing cards with JP Morgan Chase.
(Ruby Maline)
- (f) Approve purchase of two 2011, 21 horsepower, water cooled, Diesel powered, zero turn mowers, with 52 inch mid-mount rear discharge mower deck, from Triple T Equipment Co, at State Contract Pricing. **(Joe Kays)**
- (g) Approve purchase of a pickup from Jim Norton Ford in the amount of \$25,000.00 and a chassis mounted Animal Control body from Jones Trailers in the amount of \$12,330.00, both at State contract pricing. **(Stan Brown /Jennifer Cummings)**

Motion by Watson, second by Cobb to approve the consent items as listed. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

- (2) Approve/Reject Ordinance #2011-_____**, declaring City owned property in the S/2 of the SW/4 of the NE/4 of Section 29, Township 22 North, Range 17 East, of the I.B.& M. , Rogers County, Oklahoma as surplus and authorizing its sale.
(Daryl Golbek/ Matt Ballard)

Motion by Watson, second by Cobb to approve **Ordinance #2011-5**, declaring City owned property in the S/2 of the SW/4 of the NE/4 of Section 29, Township 22 North, Range 17 East, of the I.B.& M. , Rogers County, Oklahoma as surplus and authorizing its sale. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

- (3) Approve/Reject Ordinance # 2011- _____**, Amending the City Ordinances and adopting the Wrecker and Towing Services Code governing the provision of towing services in the City of Claremore. **(Matt Ballard/Stan Brown)**

Motion by Robertson, second by Willis to table Item #3 until the March 21,2011 meeting. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

- (4) Approve/Reject** placing a dual use dock (Jump Dog & Fishing) on Claremore Lake, contingent upon staff securing donations to pay for the dock and its placement, and allowing staff to solicit donations for said dock.**(Stan Brown /Jennifer Cummings)**

Motion by Watson, second by Willis to approve placing a dual use dock (Jump Dog & Fishing) on Claremore Lake, contingent upon staff securing donations to pay for the dock and its placement, and allowing staff to solicit donations for said dock. Roll call vote:

Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

- (5) Approve/Reject** contract with Dock Dogs Inc. for the 2011 Dog Expo & Adoption Event to be held at Claremore Expo August 27 & 28, 2011. **(Stan Brown/Jennifer Cummings)**

Motion by Cobb, second by Williams to approve contract with Dock Dogs Inc. for the 2011 Dog Expo & Adoption Event to be held at Claremore Expo August 27 & 28, 2011. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

- (6) Approve/Reject** request from Claremore Animal Shelter to waive the rental fee of the Claremore Expo for the Dog Expo & Adoption Event August 27th & 28th, 2011. The Animal Shelter will pay for pipe & drape, and \$1 from each ticket sold, along with all concession stand monies will go to the Expo. **(Stan Brown / Jennifer Cummings)**

Motion by Willis, second by Robertson to approve the request from Claremore Animal Shelter to waive the rental fee of the Claremore Expo for the Dog Expo & Adoption Event August 27th & 28th, 2011. The Animal Shelter will pay for pipe & drape, and \$1 from each ticket sold, along with all concession stand monies will go to the Expo. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

- (7) Approve/Reject** funding request from Claremore Main Street for the 2011-2012 FY, requesting a \$500.00 sponsorship for the Dickens of a Ride bicycle ride on October 1, 2011. **(Sarah Sharp)**

Motion by Watson, second by Robertson to approve the funding request from Claremore Main Street for the 2011-2012 FY, requesting a \$500.00 sponsorship for the Dickens of a Ride bicycle ride on October 1, 2011. Approval is contingent upon Claremore Main Street entering into a contract with the City of Claremore. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

- (8) Approve/Reject** funding request from Claremore Chamber of Commerce/Claremore Main Street for the 2011-2012 FY, requesting a \$3,000.00 sponsorship for the Lilac Festival to be held May 5, 2012. **(Sarah Sharp)**

Motion by Watson, second by Cobb to approve the funding request from Claremore Chamber of Commerce/Claremore Main Street for the 2011-2012 FY, requesting a \$3,000.00 sponsorship for the Lilac Festival to be held May 5, 2012. Approval is contingent upon Claremore Chamber of Commerce/Claremore Main Street entering into a contract with the City of Claremore. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

- (9) **Approve/Reject** funding request from the Rogers County Coalition for Senior Citizens for the 2011/2012 FY, requesting free use of the Expo Center for their annual Senior Fun Day to be held on April 24, 2012. **(Sarah Sharp)**

Motion by Watson, second by Williams to approve the funding request from the Rogers County Coalition for Senior Citizens for the 2011/2012 FY, requesting free use of the Expo Center for their annual Senior Fun Day to be held on April 24, 2012. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

- (10) **Approve/Reject** funding request from the Claremore Chamber of Commerce for the 2011-2012 FY, requesting free use of the Expo Center for the Bluegrass and Chili Festival to be held on September 8-10, 2011. **(Sarah Sharp)**

Motion by Watson, second by Robertson to approve the funding request from the Claremore Chamber of Commerce for the 2011-2012 FY, requesting free use of the Expo Center for the Bluegrass and Chili Festival to be held on September 8-10, 2011. Approval is contingent upon Claremore Chamber of Commerce entering into a contract with the City of Claremore. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

- (11) **Approve/Reject** funding request for the **2010-2011 FY** from David Petty, requesting a \$10,000.00 sponsorship for the Will Rogers Stampede Rodeo to be held May 27-29, 2011. **(Sarah Sharp)**

Motion by Caldwell, second by Robertson to approve the funding request for the **2010-2011 FY** from David Petty, in the amount of a \$5,000.00 sponsorship for the Will Rogers Stampede Rodeo to be held May 27-29, 2011. Approval is contingent upon the Will Rogers Stampede Rodeo entering into a contract with the City of Claremore. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, no; Cypert, yes; Caldwell, yes; and Watson, no. Motion carried.

Petty will go before the SEC on March 30, 2011 to formally request a donation for the 2011-2012 FY budget. The SEC will bring the issue to the Council for approval. This will be the final funding request for the 2011-2012 FY.

- (12) **Page 136 Approve/Reject Ordinance # 2011- _____**, changing the zoning of a parcel of land in the W/2 SE/4 SW/4, to the City of Claremore, Oklahoma and being part of Section 19, Township 21 North, Range 16 East of the I.B. & M., Rogers County, State of Oklahoma, from CG (General Commercial District) to RS-3/PUD (Residential Single Family High Density/ Planned Unit Development District) and directing the appropriate amendment to the zoning map of the City of Claremore, OK. **(Chris Cochran)**

Item #12 was pulled from the agenda at the applicant's request.

- (13) Page 163 Approve/Reject Ordinance #2011- _____**, changing the zoning of a parcel of land in Section 20, Township 21 North, Range 16 East, of the I.B.& M., Rogers County, State of Oklahoma, by repealing a portion of the Supplemental Planned Unit Development (PUD) and reverting to the underlying Commercial High (CH) Zoning. **(Chris Cochran)**

Item #13 was pulled from the agenda at the applicant's request.

* Item # 17 should have been labeled item # 14.

- (17) Page 170 Approve/Reject** the audit for year ending June 30, 2009 from Wingard, Ragsdale, and Langley CPA. **(Ruby Maline)**

Motion Watson, second by Cobb to approve the audit for year ending June 30, 2009 from Wingard, Ragsdale, and Langley CPA. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

EXECUTIVE SESSION

Approve/Reject going into executive session to discuss the following item(s):
(Matt Ballard)

- (a)** Discussing the purchase or appraisal of real property, pursuant to 25 O.S. Section 307 (B)(3), specifically:
- 1.** The purchase of property located at 1325 N. Sioux and 1321 N. Sioux (the southwest corner of the intersection of Blue Starr Drive and Sioux), Claremore, OK.
 - 2.** The sale of property located in the south half of the SW/4 of the NE/4 of Section 29, Township 22 North, Range 17 East of the I.B.&M., Rogers County Oklahoma (a landlocked parcel located south of 450 Rd., Claremore, OK).
 - 3.** Discussing the purchase or appraisal of real property, specifically a parcel of property comprising approximately 35.48 acres located in the S/2 of Section 4, Township 21 North, Range 16 East of the I.B.& M., Rogers County, Oklahoma, the former site of the proposed regional wastewater treatment.
- (b)** Executive Session to discuss item (a)(1) , (a)(2) and (a)(3).
- (c)** Regular Session
- (d)** Statement of executive session minutes
- (e) Discussion and vote to approve/reject** purchase of property

described in item (a)(1).

(f) Discussion and possible action regarding item (a)(2), including vote to approve/reject authorization of sale of property and establishing method of sale.

(e) Discussion and possible action regarding item (a)(3), including vote to approve/reject authorization of sale of property and authorization of sale price.

Motion by Willis, second by Robertson to enter into executive session. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Cobb, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

Council entered executive session at 7:23 P.M..

Cobb left the meeting at 7:24 P.M.

Council came out of executive session at 8:18 P.M.

Motion by Watson, second by Willis to return to regular session. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

Statement of executive session minutes was read by Mayor Flo Guthrie: While in executive session only the items listed were discussed. No votes were cast and no decisions were made.

Motion by Watson, second by Williams to approve the purchase of the property located at 1325 and 1321 N. Sioux, consistent with discussion in executive session. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

Motion by Watson, second by Robertson to approve the sale of the property described in item (a) (2), by sealed bid, and at minimal appraised value. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

Motion by Watson, second by Willis to approve the sale of land described in item (a) (3), consistent with discussion in executive session. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

ADJOURNMENT

Motion by Robertson, second by Willis to adjourn. Roll call vote: Willis, yes; Robertson, yes; Williams, yes; Guthrie, yes; Cypert, yes; Caldwell, yes; and Watson, yes. Motion carried.

Meeting adjourned at 8:20 P.M.