

MINUTES OF CLAREMORE PUBLIC WORKS AUTHORITY MEETING
COUNCIL CHAMBERS, CITY HALL, 104 S. MUSKOGEE,
CLAREMORE, OKLAHOMA JULY 07, 2008

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, Serena Kauk, Randy
Elliott, Matt Mueller, Daryl Golbek, Steve
Lett, Cassie Sowers, Mickey Perry, Tim
Miller, Gene Edwards, Stan Brown

Pledge of Allegiance by all.

Invocation by Paul Simpson, Memorial Heights Baptist
Church.

ACCEPTANCE OF AGENDA

Motion by Mullenger, second by Lehman that the agenda for
the
regular CPWA meeting of July 07, 2008, be approved as
written.

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

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

CALL TO THE PUBLIC

None

CURRENT BUSINESS

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

- (a) Minutes of Claremore Public Works Authority meeting on June 16, 2008, as printed.
- (b) All claims as printed.
- (c) Approve sole source bid for 432 polycarts from Rehrig Pacific in the amount of \$22,084 for Sanitation Department. **(Tim Miller)**
- (d) Approve soliciting annual bids for electric department transformers. **(Tim Miller)**
- (e) Approve request to sign contract for Nextel Signal Boosters to be placed in Public Works building and City Hall - no costs to the City. **(Tim Miller)**

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

Tim Miller - Power cost adjustment in addition to our KWH costs absorb or pass through - \$385,000 over next six months.

Webber - attempt to improve efficiency, I move to pass along cost - power cost adjustment to customers - approx. \$1.45 per month.

Chase - be aware we absorbed the entire cost of ice storm - this is for electric usage and only for six months.

Motion by Webber, second by Mullenger to pass along cost - power cost adjustment to customers - approximately \$1.45 per month. 9 yes, Webber, Mullenger, Guthrie, Shallenburger, Chase, Lehman, Watson, Myers, Robertson.

With or without cause - 30 day notice - request you approve - no penalties to cancel - paid for work done so far - contract \$551,000

Webber - How much spent - paid so far - \$73,000 engineer design, sound design, licensing on design is left.

Motion by Guthrie, second by Watson to approve request to cancel Ledbetter, Corner & Associates Substation Design Contract. 9 yes, Guthrie, Watson, Myers, Robertson, Shallenburger, Webber, Chase, Lehman.

Would start talking to engineering companies - Scheduled to be complete June 09 - could add 90 days

Webber - Do they have a sound reputation? - City of Nixa used this firm.

Motion by Mullenger, second by Guthrie to approve request to solicit RFQ's for engineering services to complete the design and construct Substation #5 and upgrades to Substations

#1, 2, 3, and 4. 9 yes, Mullenger, Guthrie, Robertson, Shallenburger, Webber, Chase, Lehman, Watson, Myers.

ADJOURN

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

Meeting adjourned at **6:10 P.M.**

**MINUTES OF CLAREMORE CULTURAL DEVELOPMENT AUTHORITY
MEETING**

**COUNCIL CHAMBERS, CITY HALL, 104 S. MUSKOGEE,
CLAREMORE, OKLAHOMA JULY 07, 2008**

CALL TO ORDER

Meeting called to order by Mayor Brant Shallenburger
at **6:10 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, Serena Kauk, Randy
Elliott, Matt Mueller, Daryl Golbek, Steve
Lett,
Cassie Sowers, Mickey Perry, Tim Miller,
Gene Edwards, Stan Brown

ACCEPTANCE OF AGENDA

Motion by Mullenger, second by Lehman that the agenda for
the regular CCDA meeting of July 07, 2008, be approved as
written. 9 yes, Mullenger, Lehman, Shallenburger, Webber,
Chase, Watson, Myers, Robertson, Guthrie.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

CALL TO THE PUBLIC

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 June 16, 2008, as printed.
- (b) All claims as printed.

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

ADJOURNMENT

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

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

MINUTES OF REGULAR COUNCIL MEETING
COUNCIL CHAMBERS, CITY HALL, 104 S. MUSKOGEE,
CLAREMORE, OKLAHOMA JULY 07, 2008

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, Serena Kauk, Randy
Elliott, Matt Mueller, Daryl Golbek, Steve
Lett,
Cassie Sowers, Mickey Perry, Tim Miller,
Gene Edwards, Stan Brown

ACCEPTANCE OF AGENDA

Motion by Guthrie, second by Lehman that the agenda for
the regular council meeting of July 07, 2008 be approved as
written. 9 yes, Guthrie, Lehman, Watson, Myers, Robertson,
Mullenger, Shallenburger, Webber, Chase.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

None

CALL TO THE PUBLIC

305 E. 17th Place - Mike Jackson - Harassed by Code
Enforcement - started with a neighbor and getting into it
over old school bus - supplement income - swap meets,
camping, runs and tagged, insured, I drive two or three
times a week - parked in back. Sent me threatening letters

- lived here for years. I have walked away from confrontation.

Mark Clay Young, 2100 N. Chambers Trl. - flooding problem - N. Chambers Terrace - 5 1/2 feet in road - 30,000 - walls, flooring, preventing this again - creek full of trees - what can we do to prevent again? - 6 or 7 homes affected - 100 yards of road drains - we will be filing tort claims - we have pictures and estimates. Would like to see someone there to investigate why it happened - I haven't seen the water dept. or anyone investigate.

MAYOR'S REPORT & APPOINTMENTS

Motion by Mullenger, second by Webber to approve recommendation by Mayor Shallenburger to appoint **Gina Wilson** to the City of Claremore Redevelopment Authority to complete unexpired term of Peggy Dittrich to January, 2011. 9 yes, Mullenger, Webber, Watson, Myers, Robertson, Guthrie, Shallenburger, Chase, Lehman.

CITY MANAGER'S REPORT

OML best interest to not renew our membership - 18,000 per year not worth what we pay - I feel if run like a business, we wouldn't renew - I'll wait to send letter of cancellation if you have comments, contact me.

Core duties of membership - lobbying at house - questions & answers - 2 key components - I have to think about what their services are if someone asked me.

CITY ATTORNEY'S REPORT

None

UNFINISHED BUSINESS

None

CURRENT BUSINESS

Motion by Mullenger, second by Lehman to approve the following consent items, except to pull item **(u)** Approve annual quote for city wide pest control from Terminix in the amount of \$2,772. **(Nan Pope)**

- (a) Minutes of Regular Council meeting on June 16, 2008, as printed.
- (b) All claims as printed.
- (c) Actual salary claims for pay period ending June 14, 2008, in the amount of \$389,153.41 and estimated salary claims for next pay period in the amount of \$550,000.
- (d) 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 - from July 1, 2008 to June 30, 2009 - \$1.00 per year.
- (e) Approve Renewal of Lease Agreement between the City of Claremore and the Church at Claremore for use of park land - from July 1, 2008 to June 30, 2009.
- (f) Approve Renewal of Lease Agreement between the City of Claremore and Claremore Elks Lodge #1230 for use of park land - from July 1, 2008 to June 30, 2009.
- (g) Approve Renewal of Lease Agreement between the City of Claremore and Rogers County Health Department for use of park land- from July 1, 2008 to June 30, 2009.
- (h) Approve Renewal of Agreement for Administration of the Sales Tax Ordinance of the City of Claremore - Oklahoma Tax Commission.
- (i) Approve Renewal of Agreement for Administration of the Use Tax Ordinance - Oklahoma Tax Commission.
- (j) Approve Renewal of Agreement between the City of Claremore and Claremore Main Street, Inc. from July 1, 2008 to June 30, 2009 - **(\$30,000)**
- (k) Approve Renewal of Agreement between City of Claremore and Claremore Convention and Visitors Bureau, Inc., for promotion of tourism from July 1, 2008 to June 30, 2009. **(\$ amount paid is 3% of City collected Hotel/Motel Tax)**
- (l) Approve sole source quote from Total Radio (\$19,407) and Motorola (\$6,116.10) for purchase and installation of radio communications equipment for Police Department -Total cost - \$25,523.10. **(Mickey Perry)**

- (m) Approve sole source quote for self contained breathing apparatus (5 units) from Chief Fire & Safety in the amount of \$21,975. **(Mark Dowler)**
- (n) Approve budget amendment/supplement from fire reserve funds to CIP #365 for storage building at Fire Station #3 in the amount of \$7,806. **(Mark Dowler)**
- (o) Approve budget transfer from Capital Project #362 to the fishing derby line item in the amount of \$1,000. **(Serena Kauk)**
- (p) Approve budget transfer from safety materials Capital Project #546 to the employee recognition line item in the amount of \$1,500. **(Serena Kauk)**
- (q) Approve OMRF contribution refund payment to **Nathan Sappington** from Oklahoma Municipal Retirement Fund (OMRF) **(Serena Kauk)**
- (r) Approve OMRF contribution refund payment to **Shannon Wiroll** from Oklahoma Municipal Retirement Fund (OMRF) **(Serena Kauk)**
- (s) Approve soliciting RFP's for installation of a generator at City Hall and to replace existing generator and transfer switch at the Police Department. **(Gary Allphin)**
- (t) Approve soliciting RFP's for city wide servicing of fire extinguishers. **(Nan Pope)**
- (v) Approve Renewal of Agreement between the City of Claremore and The Grand Gateway Economic Development Association regarding the City's financial assistance to the Association for the operation of its Public Transportation System (Pelivan) from July 1, 2008 to June 30, 2009 in the total amount of \$76,067 - **(\$6,338.92 monthly)**

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

Discussion/Possible Action concerning request by Jerry Hastings - (Sister Cities) - for additional funding for reception for Mayor of Muravlenko, Russia in the amount of \$2,500.

Motion by Mullenger to dissolve City of Claremore & Sister Cities relationship.

City Attorney Elliott advised - You can't dissolve, not listed on the agenda to do that.

Motion by Myers, second by Guthrie that we re-assign \$2,500, of the original \$4,000 we allocated to Sister Cities, to reception - Use \$2,500 and Hastings matches, provided they come up with \$2,500. 8 yes, Myers, Guthrie, Robertson, Shallenburger, Webber, Chase, Lehman, Watson. 1 no, Mullenger.

Mack Greever - Green Country Urgent Care - Similar in Owasso - less intense zoning than present - vacate alley - in a couple of weeks - very nice looking building - if approved when would construction start?

Gene Edwards - no objections.

Motion by Webber, second by Guthrie to adopt **Ordinance #2008-20** changing the zoning of: A parcel of land located in Section 9, Township 21 North, Range 16 East, in the City of Claremore, Rogers County, Oklahoma from **RS-3 and CS to OL** for Urgent Care of Green Country, PLLC, Applicant. Property located South of Blue Starr between Missouri and Cherokee streets. **(Care of Green Country, PLLC)** 9 yes, Webber, Guthrie, Mullenger, Shallenburger, Chase, Lehman, Watson, Myers, Robertson.

FAA Reimbursement - 95%

Motion by Mullenger, second by Guthrie to adopt **Resolution #2008-11** ratifying acceptance of Airport Grant for an airport layout plan in the amount of \$35,000 with City's share being \$1,750. 9 yes, Mullenger, Guthrie, Shallenburger, Webber, Chase, Lehman, Watson, Myers, Robertson.

Oklahoma Plaza - hourly rate - save some - control of project - 4 million - street off of 66 that comes in is biggest part - ODOT - discussions are biggest part and Steve will handle.

Motion by Mullenger, second by Guthrie to approve Agreement for Engineering Services with Tri-State Engineering, Inc. (Task #4)

for the preliminary design, final design, bidding and construction services for the Oklahoma Plaza Entry Road and Utilities Project - \$350,000. 9 yes, Mullenger, Guthrie, Shallenburger, Webber, Chase, Lehman, Watson, Myers, Robertson.

Public hearing opened.

Andy Armstrong - form of posting - issue - do again - allocation of funds from Oklahoma Department of Commerce - \$76,779. - use of money - improvements of sanitary sewer - also close out 2 year old grant - close hearing - no comments.

No one opposed hearing.

Public hearing closed.

Motion by Mullenger, second by Guthrie to adopt **Resolution #2008-12** requesting assistance from ODOC for "Small Cities Community Development Block Grant." 9 yes, Mullenger, Guthrie, Myers, Robertson, Shallenburger, Webber, Chase, Lehman, Watson.

Motion by Mullenger, second by Guthrie to adopt **Resolution #2008-13** relating to a Community Development Block Grant for replacement of sanitary sewer lines committing up to \$76,779 as leverage from the City of Claremore - Small Cities CDBG Grant. 9 yes, Mullenger, Guthrie, Robertson, Shallenburger, Webber, Chase, Lehman, Watson, Myers.

Motion by Mullenger, second by Guthrie to approve closeout documents related to 12378 CDBG 06. 9 yes, Mullenger, Guthrie, Myers, Robertson, Shallenburger, Webber, Chase, Lehman, Watson.

EXECUTIVE SESSION

None

ADJOURN

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

Meeting adjourned at **6:43 P.M.**