

MINUTES OF CLAREMORE PUBLIC WORKS AUTHORITY MEETING  
COUNCIL CHAMBERS, CITY HALL, 104 S. MUSKOGEE,  
CLAREMORE, OKLAHOMA MARCH 03, 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, Buddy Robertson, Tony Mullenger, Flo Guthrie, Mick Webber, Terry Chase, Tom Lehman, Paula Watson

**Absent:** Don Myers

**Staff Present:** City Manager Troy Powell, Nan Pope, Serena Kauk, Matt Mueller, Randy Elliott, Cassie Sowers, Phil Stowell, Steve Lett, Daryl Golbek, Joe Kays, Gene Edwards, Tim Miller, Tamryn Cluck, Mark Dowler

Pledge of Allegiance by all.

Invocation by James Graham, Verdigris United Methodist Church.

ACCEPTANCE OF AGENDA

Motion by Mullenger, second by Lehman that the agenda for the regular CPWA meeting of March 03, 2008, be approved as written. 8 yes, Mullenger, Lehman, 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 Lehman to approve the following consent items:

- (a) Minutes of Claremore Public Works Authority meeting on February 18, 2008, as printed.
- (b) All claims as printed.
- (c) Approve budget supplement for upgrading the electric distribution system and adding an additional Substation for the new Oklahoma Plaza Development - \$586,985 - Leasehold improvements to new project number assignment. **(Serena Kauk)**
- (d) Approve budget supplement for purchase of an additional concrete control house for new Substation #5 for Oklahoma Plaza Development - \$93,946 - Leasehold improvements to new project number assignment. **(Serena Kauk)**
- (e) Approve budget supplement for electrical engineering contract with Ledbetter, Corner and Associates for engineering design phase for Substation #5 - Oklahoma Plaza Development - \$198,488 - Leasehold improvements to new project number assignment. **(Serena Kauk)**
- (f) Accept bid from GFRC Shelters for an additional concrete control house for new Substation #5 for Oklahoma Plaza Development - \$93,946 **(Tim Miller)**
- (g) Approve soliciting bids for three phase breakers for Substation mains and distribution circuits for the upgrade to Substation #3 and Substation #5. **(Tim Miller)**

8 yes, Mullenger, Lehman, Guthrie, Shallenburger, Webber, Chase, Watson, Robertson.

Motion by Mullenger, second by Guthrie to approve Electric Distribution Engineering Contract Addendum #2 from Ledbetter, Corner and Associates for engineering design of Substation #5 - \$198,488. 8 yes, Mullenger, Guthrie, Shallenburger, Webber, Chase, Lehman, Watson, Robertson.

Motion by Mullenger, second by Lehman to accept bid to upgrade electric distribution system and add additional Substation for Oklahoma Plaza Development from Jordan Transformer in the amount of \$586,985. 8 yes, Mullenger, Lehman, Shallenburger, Webber, Chase, Watson, Myers, Guthrie.

**ADJOURN**

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

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

**MINUTES OF CLAREMORE CULTURAL DEVELOPMENT AUTHORITY  
MEETING**

**COUNCIL CHAMBERS, CITY HALL, 104 S. MUSKOGEE,  
CLAREMORE, OKLAHOMA MARCH 03, 2008**

**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, Buddy Robertson, Tony  
Mullenger, Flo Guthrie, Mick Webber, Terry  
Chase, Tom Lehman, Paula Watson

**Absent:** Don Myers

**Staff Present:** City Manager Troy Powell, Nan Pope, Serena  
Kauk,

Phil  
Matt Mueller, Randy Elliott, Cassie Sowers,

Stowell, Steve Lett, Daryl Golbek, Joe Kays,  
Gene Edwards, Tim Miller, Tamryn Cluck, Mark  
Dowler

**ACCEPTANCE OF AGENDA**

Motion by Mullenger, second by Watson that the agenda for  
the regular CCDA meeting of March 03, 2008, be approved as  
written. 8 yes, Mullenger, Watson, Chase, Lehman,  
Robertson, Guthrie, Shallenburger, Webber.

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

None

**CALL TO THE PUBLIC**

None

**CURRENT BUSINESS**

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

- (a) Minutes of Claremore Cultural Development  
Authority Meeting on February 18, 2008, as  
printed.
- (b) All claims as printed.

8 yes, Mullenger, Lehman, Guthrie, Shallenburger, Webber, Chase, Watson, Robertson.

**ADJOURNMENT**

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

Meeting adjourned at **6:13 P.M.**

MINUTES OF REGULAR COUNCIL MEETING  
COUNCIL CHAMBERS, CITY HALL, 104 S. MUSKOGEE,  
CLAREMORE, OKLAHOMA MARCH 03, 2008

CALL TO ORDER

Meeting called to order by Mayor Brant Shallenburger at  
6:14  
P.M.

ROLL CALL

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

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

**Absent:** Don Myers

**Staff Present:** City Manager Troy Powell, Nan Pope, Serena Kauk,

Phil  
Matt Mueller, Randy Elliott, Cassie Sowers,

Stowell, Steve Lett, Daryl Golbek, Joe Kays, Gene Edwards, Tim Miller, Tamryn Cluck, Mark Dowler

ACCEPTANCE OF AGENDA

Motion by Mullenger, second by Guthrie that the **amended** agenda for the regular council meeting of March 03, 2008 be approved as written. 8 yes, Mullenger, Guthrie, Watson, Robertson, Shallenburger, Webber, Chase, Lehman.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

Phil Stowell - Recognition and presentation to Norris and Ruth Stewart, 1010 N. Cherokee and Randall Haskins Dentistry, 1495 W. Blue Starr Dr., 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

**CITY MANAGER'S REPORT**

None

**CITY ATTORNEY'S REPORT**

None

**UNFINISHED BUSINESS**

None

**CURRENT BUSINESS**

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

- (a) Minutes of Regular Council meeting on February 18, 2008, as printed.
- (b) All claims as printed.
- (c) Actual salary claims for pay period ending **February 09, 2008,** in the amount of **\$382,060.53** and estimated salary claims for next pay period in the amount of **\$450,000.**
- (d) Approve budget amendment/transfer from Street Department safety equipment line item to the Fire Department - \$836.69. **(Serena Kauk)**
- (e) Approve budget amendment/transfer from Street Department safety equipment line item to the Fire Department -\$598.50. **(Serena Kauk)**
- (f) Approve lump sum payment to **Jimmy Sang** from Oklahoma Municipal Retirement Fund (OMRF) **(Serena Kauk)**
- (g) Approve warranty deed from Jack and Marilyn Garrison for right-of-way for Jay Street Bridge project. **(Nan Pope)**

- (h) Approve amending Deer Run Apartments Final Plat to correct the boundary of parcels, Tract 1 and Tract 2, that encroach upon the actual property lines of the Deer Run Apartment boundary lines. **(Gene Edwards)**
- (i) Approve soliciting bids for construction of a 7,000 square foot concrete pad for skate park. **(Matt Mueller)**
- (j) Approve soliciting bids for fencing at the skate park. **(Matt Mueller)**
- (k) Approve soliciting bids for remodel of Powers Park. **(Matt Mueller)**
- (l) Approve soliciting RFP's for the skate park components to be placed at the skate park. **(Matt Mueller)**
- (m) Approve soliciting annual bids for medical, dental and life insurance for city employees. **(Matt Mueller/Tamryn Cluck)**
- (n) Approve soliciting RFQ's for Comprehensive Transportation Study. **(Daryl Golbek/Steve Lett)**

8 yes, Guthrie, Mullenger, Robertson, Shallenburger, Webber, Chase, Lehman, Watson.

Webber - cost determined based on our time and resources

Work with private communication firm to develop study - funnel theory familiar to take to ICSC.

Webber - other clients are Bixby, Miami, Glenpool, Sapulpa

CIEDA - \$ pays for - use tax genius behind Owasso - funnel theory, per Troy

Mandy time frame 6 weeks to three months

Same formula does not work with all cities - we do very deep data research

Motion by Webber, second by Mullenger to approve Agreement with Crossroads Communications for Economic Development Services -

costs not to exceed \$26,000. 8 yes, Webber, Mullenger, Robertson, Guthrie, Shallenburger, Chase, Lehman, Watson.

Social host ordinance - Mickey Perry



Motion by Mullenger, second by Guthrie to adopt **Ordinance #2008-03** amending Title XIII, Chapter 133, Section 133.02 of the Claremore Municipal Code by amending Subsection "B", permitting or allowing gatherings where minors are consuming alcoholic beverages, providing for repealer and severability. 8 yes, Mullenger, Guthrie, Shallenburger, Webber, Chase, Lehman, Watson, Robertson.

10 feet of power line - special license we will do

Troy - drainage easements we need to work on before we expect property owner to do it

Matt Mueller - we still have right, but not the responsibility

Motion by Mullenger, second by Guthrie to adopt **Ordinance #2008-04** concerning the maintenance of trees and vegetation; mowing of property; removal of trees detrimental to the public welfare and assigning to citizens the maintenance thereof; amending the City Code by addition of new sections; creating duty on citizens to maintain various vegetation in front, on the side and at rear of citizen's property in a non-dangerous condition and so that vegetation or landscaping is not a traffic hazard, an obstruction to view or a hazard to the health, safety, or welfare of the public; establishing the duty of the Code Enforcement Department to monitor and enforce compliance herewith; and providing for fines or abatement of such hazards by the City including providing for summary abatement of hazards. 8 yes, Mullenger, Guthrie, Shallenburger, Webber, Chase, Lehman, Watson, Myers.

Motion by Mullenger, second by Guthrie to adopt **Ordinance #2008-05** annexing certain real property to the City of Claremore, Oklahoma - east of Claremore on Hwy. 20 and entrance

to the Will Rogers Turnpike. 8 yes, Mullenger, Guthrie, Shallenburger, Webber, Chase, Lehman, Watson, Robertson.

Matt Mueller - update if Council desires - has constructed a fence and is in compliance - if Council request - random code inspections - case is closed

**The following item stricken from agenda**

Discussion/Possible action concerning abatement of property located at 1632 West Blue Starr Drive, Huey and Bonnie Schultz. **(Matt Mueller)**

**EXECUTIVE SESSION**

Motion by Mullenger, second by Guthrie to approve going into executive session for purpose of confidential communication with legal counsel regarding the following: (25 O.S. Section 307 (B)(4): **(Randy Elliott)**

**(a)** Curtis Green v. the City of Claremore, et al., CJ-2007-545, District Court of Rogers County

**(b)** R.E.O.P. Debris Removal Contract

8 yes, Mullenger, Guthrie, Chase, Lehman, Watson, Robertson, Shallenburger, Webber. **TIME 6:40 P.M.**

Council came out of executive session at 7:55 P.M.

No action taken.

**ADJOURN**

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

Meeting adjourned at **7:55 P.M.**

MINUTES OF COUNCIL RETREAT MEETING  
COUNCIL CHAMBERS, CITY HALL, 104 S. MUSKOGEE,  
CLAREMORE, OKLAHOMA MARCH 03, 2008

CALL TO ORDER

Meeting called to order by Mayor Brant Shallenburger at  
8:03  
P.M.

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

**Absent:** Don Myers

**Staff Present:** Troy Powell, Nan Pope, Serena, Mark Dowler, Daryl Golbek, Matt Mueller

**Others Present:** Paul Pixley, Deb Harris

Troy - Elevated track - don't feel comfortable until we get a commitment from railroad -  
10 city  
20 state  
10 federal  
5 short (short version)  
15 short (long version)  
47 million total                      55 million complete

Want permission from Council to write a letter to railroad

Webber - drop dead dates - fish or cut bait

Brant - full cooperation (10 million) from railroad?

Skip - Brian Green

Troy - Dupont & Chambers - developers from Edmond - too much  
selling to one developer - sell to Safenet - Rogers County Youth Shelter

(3/15 retreat) Aerial view - selling - market value - to Safenet - commercial appraiser -  
1 appraisal  
2 commitment from developer  
Webber - needs to be commercial appraiser - appraise land first.

Troy - zoning map that Terry requested is hanging in conference room - take a look at it at your leisure.

Troy went to City Managers meeting - it is legal for counties to do work if city provides materials. County Commissioners could overlay roads in city limits. 21 blocks were overlayed in Sand Springs by a County Commissioner. It's time for us to get help from Rogers County.

Troy - We have a substandard contractor - through no fault of our own we are behind in debris removal.

Troy - It has been suggested we add \$1.00 or 50 cents month on utility bills - specifically set up for emergencies - only used for emergencies such as ice storm.

Chase said - no.

Meeting ended at 8:27 P.M.