

**Regular Minutes of the Claremore Cultural Development Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma October 03, 2011**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:00 P.M.

Mayor Mickey Perry asked City Clerk Sarah Sharp to note that members are present/absent as indicated below:

Present: Terry Willis, Bill Flanagan, Mark Lepak, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson

Absent: Buddy Robertson,

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Ruby Maline, Sean Douglas, Chris Cochran, Ron Kolker, Joe Kays, Ron Easterling, Sherry Beach, Sharon McDonald, Stan Brown

Pledge of Allegiance by all.

Invocation by Daryl Golbek

CALL TO THE PUBLIC

None

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Willis to approve the agenda for the regular CCDA meeting of October 03, 2011, as written. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, 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 Cultural Development Authority meeting on September 19, 2011, as printed.
- (b)** All claims as printed.

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

ADJOURNMENT

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

Meeting adjourned at 6:02 P.M.

**Regular Minutes of Claremore Public Works Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma October 03, 2011**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:02 P.M.

Mayor Mickey Perry asked City Clerk Sarah Sharp to note that members are present/absent as indicated below:

- Present:** Terry Willis, Bill Flanagan, Mark Lepak, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson
- Absent:** Buddy Robertson,
- Staff Present:** Daryl Golbek, Matt Ballard, Sarah Sharp, Ruby Maline, Sean Douglas, Chris Cochran, Ron Kolker, Joe Kays, Ron Easterling, Sherry Beach, Sharon McDonald, Stan Brown

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Willis to approve the agenda for the regular CPWA meeting of October 03, 2011, as written. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, 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 September 19, 2011, as printed.
- (b)** All claims as printed.
- (c)** Approve advertising for bids for the Holiday Hills Bar Ditch Improvements Project. **(Chris Cochran)**

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

(2) Approve/ Reject entering into an agreement with Meshek and Associates, PLC for

Professional Geographic Information Systems (GIS) Services. **(Daryl Golbek/Ron Easterling)**

Motion by Purkey, second by Smith to approve entering into an agreement with Meshek and Associates, PLC for Professional Geographic Information Systems (GIS) Services. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(3) Approve/Reject Amendment No. 1 to Short Form of Agreement between the City of Claremore and Tri-State Engineering, Inc. (TSE), adding \$25,000.00 in estimated fees for the AXH Industrial Road Design project. **(Chris Cochran/Daryl Golbek).**

Motion by Purkey, second by Flanagan to approve Amendment No. 1 to Short Form of Agreement between the City of Claremore and Tri-State Engineering, Inc. (TSE), adding \$25,000.00 in estimated fees for the AXH Industrial Road Design project. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:25 P.M.

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma October 03, 2011**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:25 P.M.

Mayor Mickey Perry asked City Clerk Sarah Sharp to note that members are present/absent as indicated below:

Present: Terry Willis, Bill Flanagan, Mark Lepak, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson
Absent: Buddy Robertson,
Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Ruby Maline, Sean Douglas, Chris Cochran, Ron Kolker, Joe Kays, Ron Easterling, Sherry Beach, Sharon McDonald, Stan Brown

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Flanagan to approve the agenda for the regular City Council meeting of October 03, 2011, as written. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, 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

None

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

(a) Minutes of the Regular Council Meeting on September 19, 2011, as printed.

- (b) Minutes of the Special Council Meeting/Council Retreat September 26, 2011, as printed.
- (c) All claims as printed.
- (d) Actual salary claims for pay period ending **September 16, 2011**, in the amount of **\$368,368.91** 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) Approval to seek Requests for Proposal (RFP) for a new Integrated Library System database software. **(Sherry Beach)**
- (f) Approval to seek bids for Police Department Training and Duty Ammunition. **(Stan Brown)**
- (g) Accept utility easement from Harley Leon Swan for the QuickTrip Corporation Store Number 0040 that will be located in the Southeast corner of Highway 20 and the Will Rogers Tollgate Road. **(Chris Cochran)**
- (h) Accept utility easement from Larry E. Swan and Vicki R. Swan for the QuickTrip Corporation Store Number 0400 that will be located in the Southeast corner of Highway 20 and the Will Rogers Tollgate Road **(Chris Cochran)**
- (i) Accept two (2) utility easements from Rick Swan and Cathey Swan for the QuickTrip Corporation Store Number 0400 that will be located in the Southeast corner of Highway 20 and the Will Rogers Tollgate Road. **(Chris Cochran)**
- (j) Accept three (3) utility easements from Harley L. Swan and Dorothy M. Swan for the QuickTrip Corporation Store number 0400 that will be located in the Southeast corner of Highway 20 and the Will Rogers Tollgate Road. **(Chris Cochran)**

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

- (2) **Approve/Reject** declaring surplus seized property (Honda 125M 3 wheeler) for sale in City equipment auction. **(Stan Brown)**

Motion by Flanagan, second by Willis to approve declaring surplus seized property (Honda 125M 3 wheeler) for sale in City equipment auction. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

- (3) **Approve/Reject Ordinance #2011-_____**, repealing Title V, Section 53.11 of the City of Claremore Code of Ordinances, as ordained by Ordinance 93-12. **(Ron Kolker/Ruby Maline)**

Motion by Flanagan, second by Willis to approve **Ordinance #2011-24**, repealing Title V, Section 53.11 of the City of Claremore Code of Ordinances, as ordained by Ordinance

93-12. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(4) Approve/Reject application submitted for the 2011 Assistance to Firefighters Grant (AFG). **(Sean Douglas)**

Motion by Smith, second by Flanagan to approve the application submitted for the 2011 Assistance to Firefighters Grant (AFG). Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(5) Approve/Reject declaring the following property surplus and allowing for its sale and disposal if not sold:

- Portable Pulpit with lectern
- 32 pews ranging in length from 71" to 155"
- Assorted pew seats and backs
- Little Giant water heater w/pump
- Lindenburg upright piano w/bench made by the Columbus Piano Company
- 2 Kenmore stove tops
- 4 Shower inserts

(Joe Kays)

Motion by Willis, second by Flanagan to approve declaring the following property surplus and allowing for its sale and disposal if not sold:

- Portable Pulpit with lectern
- 32 pews ranging in length from 71" to 155"
- Assorted pew seats and backs
- Little Giant water heater w/pump
- Lindenburg upright piano w/bench made by the Columbus Piano Company
- 2 Kenmore stove tops
- 4 Shower inserts

Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(6) Approve/Reject the Final Plat for the QuickTrip Corporation for the number 0040 Store that will be located on the Southeast corner of Highway 20 and the Will Rogers Tollgate Road. **(Chris Cochran)**

Motion by Flanagan, second by Smith to approve the Final Plat for the QuickTrip Corporation for the number 0040 Store that will be located on the Southeast corner of Highway 20 and the Will Rogers Tollgate Road. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(7) Approve/Reject Ordinance #2011-_____, vacating the Oklahoma Plaza Subdivision plat. **(Chris Cochran)**

Motion by Smith, second by Flanagan to approve **Ordinance #2011-25**, vacating the Oklahoma Plaza Subdivision plat. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(8) Approve/Reject Ordinance #2011-_____, declaring certain property to be surplus property and authorizing its sale, further described as:

A tract of land containing a part of Government Lot 3 of Section 2, Township 21 North, Range 16 East of the I. B. & M., Rogers County, Oklahoma, said tract being more particularly described as follows: Commencing at the Northeast corner of said Lot 3; thence S 89°45'53" W along the North line thereof, a distance of 660 feet; thence S 00°18'42" W and parallel with the East line of said Lot 3, a distance of 755.78 feet; thence S 89°45'49" W and parallel with the North line of the S ½ of Lot 3, a distance of 300.0 feet; thence N 00°18'42" E and parallel with the East line of Lot 3, a distance of 86 feet to the Point of Beginning; thence N 89°45'49" E along the North line of said Lot 3 a distance of 109.68 feet to a point 462.0 feet East of the West line of said Lot 3; thence N 00°24'22" E, parallel with the West line of Lot 3, a distance of 54 feet; thence S 89°45'49" W and parallel with the North line of said S ½ of Lot 3, a distance of 109.76 feet; thence S 00°18'42" W a distance of 54.0 feet to the Point of Beginning, **(Chris Cochran)**

Motion by Lepak, second by Willis to approve **Ordinance #2011-26**, declaring certain property to be surplus property and authorizing its sale, further described as:

A tract of land containing a part of Government Lot 3 of Section 2, Township 21 North, Range 16 East of the I. B. & M., Rogers County, Oklahoma, said tract being more particularly described as follows: Commencing at the Northeast corner of said Lot 3; thence S 89°45'53" W along the North line thereof, a distance of 660 feet; thence S 00°18'42" W and parallel with the East line of said Lot 3, a distance of 755.78 feet; thence S 89°45'49" W and parallel with the North line of the S ½ of Lot 3, a distance of 300.0 feet; thence N 00°18'42" E and parallel with the East line of Lot 3, a distance of 86 feet to the Point of Beginning; thence N 89°45'49" E along the North line of said Lot 3 a distance of 109.68 feet to a point 462.0 feet East of the West line of said Lot 3; thence N 00°24'22" E, parallel with the West line of Lot 3, a distance of 54 feet; thence S 89°45'49" W and parallel with the North line of said S ½ of Lot 3, a distance of 109.76 feet; thence S 00°18'42" W a distance of 54.0 feet to the Point of Beginning,

Roll call vote: Willis, yes; Lepak, yes; Flanagan, recuse; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(9) Approve/ Reject quit claim deeds that convey from the City of Claremore to A.G. Murray, Jr. and Elisabeth Murray property described as:

A tract of land containing a part of Government Lot 3 of Section 2, Township 21 North, Range 16 East of the I. B. & M., Rogers County, Oklahoma, said tract being more particularly described as follows: Commencing at the Northeast corner of said Lot 3; thence S 89°45'53" W along the North line thereof, a distance of 660 feet; thence S 00°18'42" W and parallel with the East line of said Lot 3, a distance of 755.78 feet; thence S 89°45'49" W and parallel with the North line of the S ½ of

Lot 3, a distance of 300.0 feet; thence N 00°18'42" E and parallel with the East line of Lot 3, a distance of 86 feet to the Point of Beginning; thence N 89°45'49" E along the North line of said Lot 3 a distance of 109.68 feet to a point 462.0 feet East of the West line of said Lot 3; thence N 00°24'22" E, parallel with the West line of Lot 3, a distance of 54 feet; thence S 89°45'49" W and parallel with the North line of said S ½ of Lot 3, a distance of 109.76 feet; thence S 00°18'42" W a distance of 54.0 feet to the Point of Beginning,

in exchange for A.G. Murray, Jr. and Elisabeth Murray conveying to the City of Claremore property described as:

A tract of land containing a part of Government Lot 3 of Section 2, Township 21 North, Range 16 East of the I. B. & M., Rogers County, Oklahoma, said tract being more particularly described as follows: Commencing at the Northeast corner of said Lot 3; thence S 89°45'53" W along the North line thereof, a distance of 660 feet; thence S 00°18'42" W and parallel with the East line of said Lot 3, a distance of 755.78 feet; thence S 89°45'49" W and parallel with the North line of the S ½ of Lot 3, a distance of 290.0 feet to the Point of Beginning; thence N 00°18'42" E and parallel with the East line of Lot 3, a distance of 86.0 feet to the North Line of the S/2 of said Lot 3; thence S 89°45'49" W along said North line a distance of 40 feet; thence S 00°18'42" W a distance of 86.0 feet; thence N 89°45'49" E a distance of 40 feet to the Point of Beginning,

to properly set the boundaries of the two parcels in dispute. **(Chris Cochran)**

Motion by Lepak, second by Willis to approve quit claim deeds that convey from the City of Claremore to A.G. Murray, Jr. and Elisabeth Murray property described as:

A tract of land containing a part of Government Lot 3 of Section 2, Township 21 North, Range 16 East of the I. B. & M., Rogers County, Oklahoma, said tract being more particularly described as follows: Commencing at the Northeast corner of said Lot 3; thence S 89°45'53" W along the North line thereof, a distance of 660 feet; thence S 00°18'42" W and parallel with the East line of said Lot 3, a distance of 755.78 feet; thence S 89°45'49" W and parallel with the North line of the S ½ of Lot 3, a distance of 300.0 feet; thence N 00°18'42" E and parallel with the East line of Lot 3, a distance of 86 feet to the Point of Beginning; thence N 89°45'49" E along the North line of said Lot 3 a distance of 109.68 feet to a point 462.0 feet East of the West line of said Lot 3; thence N 00°24'22" E, parallel with the West line of Lot 3, a distance of 54 feet; thence S 89°45'49" W and parallel with the North line of said S ½ of Lot 3, a distance of 109.76 feet; thence S 00°18'42" W a distance of 54.0 feet to the Point of Beginning,

in exchange for A.G. Murray, Jr. and Elisabeth Murray conveying to the City of Claremore property described as:

A tract of land containing a part of Government Lot 3 of Section 2, Township 21 North, Range 16 East of the I. B. & M., Rogers County, Oklahoma, said tract being more particularly described as follows: Commencing at the Northeast corner of said Lot 3; thence S 89°45'53" W along the North line thereof, a distance of 660 feet; thence S 00°18'42" W and parallel with the East line of said Lot 3, a distance of 755.78 feet; thence S 89°45'49" W and parallel with the North line of the S ½ of Lot 3, a distance of 290.0 feet to the Point of Beginning; thence N 00°18'42" E and

parallel with the East line of Lot 3, a distance of 86.0 feet to the North Line of the S/2 of said Lot 3; thence S 89°45'49" W along said North line a distance of 40 feet; thence S 00°18'42" W a distance of 86.0 feet; thence N 89°45'49" E a distance of 40 feet to the Point of Beginning, to properly set the boundaries of the two parcels in dispute. Roll call vote: Willis, yes; Lepak, yes; Flanagan, recuse; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(10) Discussion and vote to accept the resignation of Ward III Council Member Buddy Robertson. **(Mickey Perry/Daryl Golbek)**

Motion by Willis, second by Cypert to accept the resignation of Ward III Council Member Buddy Robertson. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(11) Discussion and possible action regarding the Ward III Council seat held by Buddy Robertson, including procedures for filling a vacant seat, the establishment of guidelines for potential applicants, the procedure to be utilized to fill a vacant Council seat and interview candidates, and timelines for filling a vacant Council seat. **(Mickey Perry/Daryl Golbek)**

Motion by Flanagan, second by Lepak to advertise the opening and list the qualifications in the newspaper and take applicants at the City Clerk's office until 5p.m October 14, 2011. Applications will be emailed to Council as they are received for review and Council will interview applicants in open session at the October 17th Council Meeting. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(12) Approve/Reject declaring surplus outdated and used police equipment (Light Bars, Brackets, controls, and mounting equipment), VHS recording systems for purpose of donating usable items to the Oklahoma Association of Chiefs of Police for pass on to Law Enforcement Agencies in need. **(Stan Brown)**

Motion by Willis, second by Cypert to approve declaring surplus outdated and used police equipment (Light Bars, Brackets, controls, and mounting equipment), VHS recording systems for purpose of donating usable items to the Oklahoma Association of Chiefs of Police for pass on to Law Enforcement Agencies in need. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 7:23 P.M.