

**Regular Minutes of the Claremore Cultural Development Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma November 21, 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, Buddy Robertson, Bill Flanagan, Mark Lepak, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson

Absent: None

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Chris Cochran, Carolyn Chapman, Cassie Woods, Ron Burrows, Stan Brown, Danny Wilson, Tammy Wilson, Sean Douglas

Pledge of Allegiance by all.

Invocation by Dave Mewbourne, Claremore First Assembly of God Church

CALL TO THE PUBLIC

Daryl Ward- Owner of Adpro Signs in Claremore addressed the Council regarding business signs. He stated that the Sign Ordinance should be business friendly, City staff should be knowledgeable about the Ordinance, and sign companies should pay a yearly sign fee and cost of permitting. Ward also stated that all non-working signs should be taken down and that property owners should be responsible for keeping signs safe and in working order for new tenants.

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Willis to approve the agenda for the regular CCDA meeting of November 21, 2011, as written. Roll call vote: Willis, yes; Robertson, 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 November 07, 2011, as printed.

(b) All claims as printed.

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

ADJOURNMENT

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

Meeting adjourned at 6:05 P.M.

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:05 P.M.

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

- Present:** Terry Willis, Buddy Robertson, Bill Flanagan, Mark Lepak, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson
- Absent:** None
- Staff Present:** Daryl Golbek, Matt Ballard, Sarah Sharp, Chris Cochran, Carolyn Chapman, Cassie Woods, Ron Burrows, Stan Brown, Danny Wilson, Tammy Wilson, Sean Douglas

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Willis to approve the agenda for the regular CPWA meeting of November 21, 2011, as written. Roll call vote: Willis, yes; Robertson, 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 November 07, 2011, as printed.
- (b) All claims as printed.
- (c) Approve change order with Traffic Signals, Inc. to reduce the cost for LED replacement by \$4,626.96. **(Chris Cochran)**

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

Meeting adjourned at 6:08 P.M.

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma November 21, 2011**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:08 P.M.

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

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

Absent: None

Staff Present: Daryl Golbek, Matt Ballard, Sarah Sharp, Chris Cochran, Carolyn Chapman, Cassie Woods, Ron Burrows, Stan Brown, Danny Wilson, Tammy Wilson, Sean Douglas

ACCEPTANCE OF THE AGENDA

Motion by Smith, second by Willis to approve the agenda for the regular City Council meeting of November 21, 2011, as written. Roll call vote: Willis, yes; Robertson, 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

Mayor Perry reported that Commissioner Delozier informed him that next week 4180 Rd., which goes to the low water dam, will be closed for bridge improvements. The road is scheduled to close Monday morning and will remain closed until Friday evening.

Perry also stated that he has asked Councilors Lepak, Flanagan, and Willis to prepare (with the help of the City Attorney Matt Ballard, and HR Director Carolyn Chapman, if needed) and present to the full Council the evaluation for the City Manager.

Perry has scheduled a Town Hall Meeting to be held at City Hall on December 1st at 6 p.m. to discuss the elevated track project with the citizens of Claremore. Councilors requested that a representative from Transystems and ODOT be at the meeting as well. City Manager Daryl Golbek will contact them and request that they be there.

October 29th was the City of Claremore free trash day. Perry extended his thanks to the City Employees that made the event a success.

STAFF REPORTS

City manager Daryl Golbek reported that the Roberts representatives were at the Water Plant last week to finish the pilot study. The City should receive the final report soon.

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a) Minutes of the Special Council Meeting on October 27, 2011, as printed.
- (b) Minutes of the Regular Council Meeting on November 07, 2011, as printed.
- (c) All claims as printed.
- (d) Actual salary claims for pay periods ending **October 28, 2011**, in the amount of **\$379,749.10** and **November 10, 2011**, in the amount of **\$365,255.93**, 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 of contribution refund from Oklahoma Municipal Retirement Fund (OMRF) to Christopher Wigg. **(Ruby Maline)**
- (f) Approval to solicit bids for a storage building (85ft. L. x 30ft. W. x 13.5 ft. H) for the Public Infrastructure Department. **(Danny Wilson)**
- (g) Approval to reject bids for a pneumatic asphalt roller. **(Danny Wilson)**
- (h) Approval to re-solicit bids for a used 68" wide asphalt roller with pneumatic tires. **(Danny Wilson)**
- (i) Approval to re-solicit bids for a used 6" wide asphalt roller with double steel drums. **(Danny Wilson)**
- (j) Approval to accept drainage easement and temporary construction easements from Tarby for the Industrial Blvd. Bridge replacement project. **(Chris Cochran)**

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

(2) Approve/Reject closeout documents for 14416 CDBG 10, and transmittal of said documents to the Oklahoma Department of Commerce (ODOC). **(Chris Cochran)**

Motion by Flanagan, second by Watson to approve the closeout documents for 14416 CDBG 10, and transmittal of said documents to the Oklahoma Department of Commerce (ODOC). Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(3) Discussion and vote to approve/reject Resolution #2011- _____, giving notice and directing that a special election be held for the purpose of proposed charter amendments, declaring time when polls are to be open, stating requirements for election, stating requirements for ballot, making certain special election laws applicable, stating responsibilities of county election board and county election board secretary, requiring publication of resolution and providing for absentee ballots. **(Cassie Woods)**

Woods reviewed the proposed changes with Council.

Motion by Perry, second by Flanagan to pass the item to the 1st Council meeting in December. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

(4)Discussion, decision and possible action regarding Ordinance #2011-11, concerning garage sales, permitting, and signage. **(Sarah Sharp)**

Motion by Purkey, second by Lepak to support the larger sign, as presented.

Substitute motion by Smith, second by Flanagan to table the item until the December 5th meeting, at which time possible amendments and changes in the current ordinance can be discussed.

Smith and Purkey withdrew their motions.

Motion by Smith, second by Flanagan to direct the City Attorney to draft an Ordinance to amend the current Ordinance, striking the portion that involves the permitting and sign distribution. The sections that would be retained are the enforcement portion, increase the window in which signs can be displayed to 96 hours, and allowing signs to be placed in the City easements. Roll call vote: Willis, no; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, no; Cypert, no; Purkey, no; Smith, yes, and Watson, no. Motion failed.

(5)Discussion and possible action regarding the status of the regional 911 dispatch center and the City of Claremore's participation in said program. **(Mickey Perry)**

Mayor Perry, Police Chief Stan Brown, and Fire Chief Sean Douglas brought the Council up to date on the events that have transpired and what the status of the project is.

The location has been brought back to Claremore. The administrator of the center will be on board December 1st. The main issues that will need to be addressed before the City can commit to the project are the formation of a trust, the operational model, and the end user costs.

ADJOURNMENT

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

Meeting adjourned at 8:45 P.M.