

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma September 17, 2012**

**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(**arrived at 6:02P.M.**), Mark Lepak, Bill Flanagan, Mickey Perry, Thomas Cypert, Don Purkey, Brandon Smith, Paula Watson

**Absent:** None

**Staff Present:** Matt Ballard, Sarah Sharp, Joe Kays, Carolyn Chapman, Tim White, Chris Cochran, Art Andrews, Cassie Woods, Larry Hughes, Ruby Maline, Ron Kolker

Pledge of Allegiance by all.

Invocation by Jonathan Eslick-Destiny Life Church

**CALL TO THE PUBLIC**

None

**ACCEPTANCE OF THE AGENDA**

Motion by Smith, second by Cypert to approve the agenda for the regular CCDA meeting of September 17, 2012, 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 the Regular Claremore Cultural Development Authority meeting on September 04, 2012, as printed.
- (b)** All claims as printed.

Motion by Smith, second by Watson to approve CCDA 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 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 6:03 P.M.

**Minutes of the Claremore Public Works Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma September 17, 2012**

**CALL TO ORDER**

Meeting called to order by Mayor Mickey Perry at 6:03 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, Mark Lepak,  
Bill Flanagan, Mickey Perry, Thomas Cypert, Don Purkey, Brandon  
Smith, Paula Watson

**Absent:** None

**Staff Present:** Matt Ballard, Sarah Sharp, Joe Kays, Carolyn Chapman, Tim White,  
Chris Cochran, Art Andrews, Cassie Woods, Larry Hughes, Ruby  
Maline, Ron Kolker

**ACCEPTANCE OF THE AGENDA**

Motion by Smith, second by Watson to approve the agenda for the regular CPWA meeting of September 17, 2012, 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 September 04, 2012, as printed.
- (b)** All claims as printed.
- (c)** Request to go out to bid for wooden electric poles: Class 2 size 30, 35, 40, 45, 50, 55 and 60; Class 3 size 30, 35, 40, 45, 50, 55, and 60. **(Larry Hughes)**
- (d)** Request to go out to bid for primary and secondary wire. **(Larry Hughes)**

Motion by Smith, second by Willis to approve CPWA 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.

**(2) Approve/Reject** the purchase of an Altec AT40M bucket truck with material handler And assorted tools at the GSA estimated price of \$133,246.00. **(Larry Hughes)**

Motion by Purkey, second by Flanagan to approve the purchase of an Altec AT40M bucket truck with material handler and assorted tools at the GSA estimated price of \$133,246.00. 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) Approve/Reject** a task order with Tri-State Engineering for the King Road Widening Project, amount estimated at \$88,500.00. **(Chris Cochran/Art Andrews)**

Motion by Purkey, second by Smith to approve a task order with Tri-State Engineering for the King Road Widening Project, amount estimated at \$88,500.00. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

Mayor Perry stated that he and City Manager Daryl Golbek have met with County Commissioner Thacker about the possibility of the County partnering on this project due to King Road being a boundary road between City and County. Thacker is getting a legal opinion from the District Attorney's Office to see if this is possible.

The project will begin in May when school lets out for the summer.

**(4) Consideration, discussion, and possible action** regarding the approval for the Hospital Trust to loan money to the Claremore Public Works Authority (CPWA) and/or Tax Increment Financing District (TIF) for a CPWA project that will generate additional electric revenues. **(Ron Kolker)**

Finance Director Ron Kolker presented the CPWA Trustees with financial documents regarding the agenda item. Kolker states that the Tax Increment Financing District (TIF) still has some legal issues they need to resolve before the issue is brought before the CPWA Trustees for a vote. Kolker anticipates that the item will be on the November 5<sup>th</sup> CPWA agenda.

## **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 6:15 P.M

**Minutes of the Claremore City Council Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma September 17, 2012**

**CALL TO ORDER**

Meeting called to order by Mayor Mickey Perry at 6:15 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, Mark Lepak,  
Bill Flanagan, Mickey Perry, Thomas Cypert, Don Purkey, Brandon  
Smith, Paula Watson

**Absent:** None

**Staff Present:** Matt Ballard, Sarah Sharp, Joe Kays, Carolyn Chapman, Tim White,  
Chris Cochran, Art Andrews, Cassie Woods, Larry Hughes, Ruby  
Maline, Ron Kolker

**ACCEPTANCE OF THE AGENDA**

Motion by Willis, second by Watson to approve the agenda for the regular City Council meeting of September 17, 2012, 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**

**(1) Approve/Reject** Mayor Perry's recommendation to reappoint Dr. John Battle and Mark Roberts to the Board of adjustments, each to serve a 3 year term to expire October 1, 2015. **(Mayor Perry/Chris Cochran)**

Motion by Flanagan, second by Watson to approve Mayor Perry's recommendation to reappoint Dr. John Battle and Mark Roberts to the Board of adjustments, each to serve a 3 year term to expire October 1, 2015. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

## STAFF REPORTS

Parks Director Joe Kays reported that the Lake level is at 33.6'. This level has been maintained since Saturday. The Lake drops an average of ¼ inch per day. The recent rains have helped some.

Splash Pad- topographical site survey has been completed. They plan to start the project around October 1<sup>st</sup>.

EXPO Shop Repairs- all of the old shop is demolished. The red steel is hung, they will be hanging metal this week. The project is still on schedule for the October completion date.

Sr. Center Roof- Still working on what additional supports will be needed for the roof.

Triathlon at Claremore Lake- 129 entries, which was pretty good for the first year. Fleet Feet is planning on doing another one next year. Joe will bring it to Council for approval soon so that they can get the date locked in.

## CURRENT BUSINESS

**(1) Approve/Reject** the following consent items:

- (a)** Minutes of the Regular Council Meeting on September 17, 2012, as printed.
- (b)** All claims as printed.
- (c)** Actual salary claims for pay periods ending **August 31, 2012**, in the amount of **\$380, 481.27** 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.
- (d)** Approve payment to Claremore Baseball Booster Club, Inc. in the amount of \$12,500.00 for Capital Improvements for American Legion Park. **(Joe Kays)**

Paul Pixley with the Claremore Baseball Boosters was present to answer questions from Council regarding item (d). Pixley stated that the project for this year is new lighting. The poles have been donated, and the \$12,500 from the City will go towards the rest of the expenses associated with replacing the stadium lights.

Motion by Smith, 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.

**(3) Discussion only:** Discussion regarding the Eastern Flyer Passenger Rail between Tulsa and Oklahoma City. **(Mickey Perry)**

Bob Rounsavell with the Eastern Flyer Task Force presented information on the Eastern Flyer Railway which will run between Tulsa and Oklahoma City and tie in with the Heartland Flyer Railway. Mr. Rounsavell is asking for a Resolution of Support for the Eastern Flyer Railway from the City of Claremore. The Resolution will not obligate the City of Claremore to any financial contribution.

**(4) Approve/Reject** annual renewal of lease agreement with Basler Real Estate for the Department of Public Safety's driver's exam station located at 2060 S. Hwy. 66, Claremore, OK. **(Ruby Maline)**

Motion by Perry, second by Smith to approve the annual renewal of lease agreement with Basler Real Estate for the Department of Public Safety's driver's exam station located at 2060 S. Hwy. 66, Claremore, OK. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

**(5) Approve/Reject Ordinance # 2012 - \_\_\_\_\_**, abandoning and closing that sanitary sewer easement located over and across a part of the West 284.45 feet of the East 1415 feet of the South half of the Northeast quarter (S/2 of NE/4), of Section 4, Township 21 North, Range 16 East of the I.B. & M., Rogers County, Oklahoma. **(Chris Cochran)**

City Engineer Chris Cochran stated that Baker Hughes has agreed to pay for the relocation of the Sewer line currently located within the easement.

Motion by Purkey, second by Smith to approve **Ordinance # 2012 - 14**, abandoning and closing that sanitary sewer easement located over and across a part of the West 284.45 feet of the East 1415 feet of the South half of the Northeast quarter (S/2 of NE/4), of Section 4, Township 21 North, Range 16 East of the I.B. & M., Rogers County, Oklahoma, contingent upon Baker Hughes agreeing to relocate the sewer line currently located within the easement. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

**(6) Approve/Reject** renewal of contract with Grand Gateway Economic Development Association for Community Block Grant Administrative Services in the amount of \$6,967.00 for 15244 CDBG 12. **(Daryl Golbek)**

Andy Armstrong with Grand Gateway was present to answer any questions from the Council regarding the contract.

Motion by Smith, second by Flanagan to approve the renewal of contract with Grand Gateway Economic Development Association for Community Block Grant Administrative Services in the amount of \$6,967.00 for 15244 CDBG 12. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

**(7) Approve/Reject** execution of documents for 15244 CDBG 12 and remittance of said documents to the Oklahoma Department of Commerce. **(Daryl Golbek/Andy Armstrong)**

Motion by Willis, second by Watson to approve the execution of documents for 15244 CDBG 12 and remittance of said documents to the Oklahoma Department of Commerce. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

**(8) Discussion only:** Discussion regarding Chapter 11 (Signs) of the City of Claremore-Rogers County Metropolitan Zoning Ordinance. **(Councilors Smith, Robertson, and Cypert)**

Councilor Smith presented options for changes to the Sign Ordinance, specifically to sections 1104 and 1107. Mark Davis with Adventure Awnings spoke to some of the issues that their clients have concerning the temporary signs portion of the ordinance. A Public Hearing will be held on November 5, 2012 at the regular Council Meeting to discuss the Sign Ordinance.

**(9) Approve/Reject** Resolution # 2012-\_\_\_\_\_, requesting reallocation of Federal Transportation Funds (Special Appropriations OK036). **(Chris Cochran)**

Motion by Smith, second by Purkey to approve Resolution # 2012- 12 , requesting reallocation of Federal Transportation Funds (Special Appropriations OK036). Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Cypert, yes; Purkey, yes; Smith, yes; and Watson, yes. Motion carried.

These funds will be used on the J.M. Davis Blvd. widening project.

## **EXECUTIVE SESSION**

**1. Approve/Reject** going into executive session to discuss individual candidates for the position of City Manager and to identify specific candidates for interviews, the disclosure of which discussion would violate the rights of applicants under state or federal law, so that the Council can return to Open Session and vote to determine finalists and schedule interviews. Legal Authority: 25 OKLA. STAT. Section 307(B)(1) and (7).

**2.** Executive Session to discuss item 1.

**3.** Regular Session.

**4.** Statement of executive session minutes.



**5. Consideration and vote** to determine interviews for the position of City Manager, the candidates to be designated by number, and to authorize the Mayor to notify the candidates identified by the Council of the intent to conduct interviews and the date, time and location of the interviews.

The Council did not vote to go into Executive Session. Mayor Perry gave an update from the City Manager Search Committee:

The Committee has received 56 applications; 26 were eliminated on qualifications. There was a group of applications that were received at the last minute, and so the Committee needs more time to conduct telephone interviews and background checks.

### **ADJOURNMENT**

Motion by Purkey, second by Smith 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 7:44 P.M.