

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma January 06, 2014**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:00 P.M.

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

Present: Terry Willis, Buddy Robertson, Mark Lepak, Bill Flanagan,
Brian Callender, Don Purkey, Paula Watson

Absent: David McComb

Staff Present: Jim Thomas, Matt Ballard, Sarah Sharp, Daryl Golbek, Larry
Hughes, Chris Cochran, Carolyn Chapman, Jason Crandall, Ron
Burrows, Jill Ferenc

Pledge of Allegiance by all.

Invocation by Councilman Purkey

CALL TO THE PUBLIC

Dale Peterson, 22767 Woodridge Dr. Claremore- Mr. Peterson stated that he would like to see something in conjunction with the renovation of Will Rogers Park named after late Mayor Mickey Perry. Peterson suggested changing the name of the park to Mickey Perry Friendship Park.

ACCEPTANCE OF THE AGENDA

Motion by Purkey, second by Lepak to approve the agenda for the regular CCDA meeting of January 06, 2014, as written. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, 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 December 16, 2013, as printed.
- (b)** All claims as printed.

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

ADJOURNMENT

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

Meeting adjourned at 6:02 P.M.

**Minutes of the Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma January 06, 2014**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:02 P.M.

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

Present: Terry Willis, Buddy Robertson, Mark Lepak, Bill Flanagan, Brian Callender, Don Purkey, Paula Watson

Absent: David McComb

Staff Present: Jim Thomas, Matt Ballard, Sarah Sharp, Daryl Golbek, Larry Hughes, Chris Cochran, Carolyn Chapman, Jason Crandall, Ron Burrows, Jill Ferenc

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Lepak to approve the agenda for the regular CPWA meeting of January 06, 2014, as written. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, 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 December 16, 2013, as printed.
- (b)** Minutes of Claremore Public Works Authority Special Meeting on December 23, 2013, as printed.
- (c)** All claims as printed.
- (d)** Approve request to solicit bids for 40' and 50' steel galvanized electric poles. **(Larry Hughes)**
- (e)** Approve request to solicit bids for 750-15KV-AL-EPR-RCN primary electric Wire. **(Larry Hughes)**

Electric Supervisor Larry Hughes clarified that the galvanized poles will be used at dead end services instead of wooden poles and guy wires. The guy wires take up a lot of room

and are hit or damaged on a regular basis. The galvanized poles will be self-supporting. These will be replaced on an as needed basis.

Motion by Lepak, second by Willis to approve consent items (a), (c), (d), and (e) as printed. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Watson, yes. Motion carried.

Motion by Willis, second by Robertson to approve consent item (b) as printed. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Watson, abstain. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:06 P.M.

**Minutes of the Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma January 06, 2014**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:06 P.M.

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

Present: Terry Willis, Buddy Robertson, Mark Lepak, Bill Flanagan, Brian Callender, Don Purkey, Paula Watson

Absent: David McComb

Staff Present: Jim Thomas, Matt Ballard, Sarah Sharp, Daryl Golbek, Larry Hughes, Chris Cochran, Carolyn Chapman, Jason Crandall, Ron Burrows, Jill Ferenc

ACCEPTANCE OF THE AGENDA

Motion by Lepak, second by Willis to approve the agenda for the regular City Council meeting of January 06, 2014, as written. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, 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

City Manager Jim Thomas stated there have been 3 applications received for the Ward IV vacancy. Applications will be accepted until noon on Friday, January 10th. There will be a special meeting on Monday, January 13th at 6 p.m. to interview all candidates.

- (1) **Approve/Reject** the appointment of Jim Thomas and Jill Ferenc to a one year term to serve as City of Claremore representatives on the Grand Gateway Board of Directors. **(Jim Thomas)**

Motion by Purkey, second by Lepak to approve the appointment of Jim Thomas and Jill Ferenc to a one year term. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Watson, yes. Motion carried.

CURRENT BUSINESS

(2) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on December 16, 2013, as printed.
- (b) Minutes of the Special Council Meeting on December 23, 2013, as printed.
- (c) All claims as printed.
- (d) Actual salary claims for pay periods ending **December 20, 2013**, in the amount of **\$421,183.05** 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) Approve award of bid for Structural Fire Fighting Protective Ensembles to Casco Industries, Inc. in the amount of \$1,468.00 each, for an estimated total amount of \$13,212.00. **(Sean Douglas)**

Motion by Watson, second by Willis to approve consent items (a), (c), (d), and (e) as printed. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Watson, yes. Motion carried.

Motion by Flanagan, second by Willis to approve consent item (b) as printed. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Watson, abstain. Motion carried.

(3) Approve/Reject authorizing the Fire Chief and Emergency Management Director Sean Douglas and the Chief Elected Official to sign the SLA Contract for FY 2014 and any associated documents required for management of the grant.
(Sean Douglas)

Motion by Purkey, second by Robertson to approve authorizing the Fire Chief and Emergency Management Director Sean Douglas and the Chief Elected Official to sign the SLA Contract for FY 2014 and any associated documents required for management of the grant. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Watson, yes. Motion carried.

(4) Approve/Reject Change Order #3 for the J.M. Davis Blvd. widening project in the amount of -\$24,339.41. **(Chris Cochran)**

City Engineer Chris Cochran stated this is a deduction. The total deduction is in the amount of \$24,339.41. The City will received 25% of the total, which amounts to \$6,084.85. The remaining funds will be grant funds that will be returned to their sources.

Motion by Willis, second by Lepak to approve Change Order #3 for the J.M. Davis Blvd. widening project in the amount of -\$24,339.41. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Watson, yes. Motion carried.

(5) Approve/Reject Maintenance Agreement with ODOT for the Highway 20 and Clubhouse/Southaven Road Project. (Chris Cochran)

Cochran stated turn lanes will be added to the intersection and a new traffic signal will be installed at Hwy. 20 and Trailwood. ODOT will install the light and the City will take over maintenance of the signals. ODOT is still acquiring right of way and relocating utilities. The project will probably not break ground until next year.

Motion by Willis, second by Robertson to approve the Maintenance Agreement with ODOT for the Highway 20 and Clubhouse/Southaven Road Project. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Watson, yes. Motion carried.

(6) Approve/Reject acceptance of the following Deeds of Dedication and Temporary Easements for the King Road Widening Project and payments for same, as follows: (Chris Cochran)

Rogers County Independent School District #1 \$0
Rehoboth Baptist Church \$5,831.00
Piguet Family Limited Partnership \$2,008.50
American S & C, LLC \$2,008.50
Apollo Metals Specialties, Inc. \$865.00

Cochran stated there are 2 additional easements on the north side of King Rd. that need to be obtained. The intersection at Southaven and King Rd. will be included in these improvements.

Motion by Flanagan, second by Purkey to approve the Deeds of Dedication and Temporary Easements for the King Road Widening Project and payments for same, as listed, with the change in the City signatory from the City Manager to the Mayor. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Watson, yes. Motion carried.

EXECUTIVE SESSION

(1) Approve/Reject going into executive session to discuss the following item(s): (Matt Ballard)

- (a) Proposed Executive Session to discuss the evaluation and the employment performance of the City Manager, as authorized by tit. 25, Oklahoma Statutes,**

Section 307 (B) (1) and (B) (7), where disclosure of information would violate confidentiality requirements of State law;

(b) Executive session to discuss above items (a).

Motion by Willis, second by Lepak to enter into executive session to discuss item (a). Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Watson, yes. Motion carried.

Council entered executive session: **6:28 p.m.**

Council exited executive session: **7:00 p.m.**

(c) Regular session.

Motion by Willis, second by Lepak to acknowledge return to regular session. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Watson, yes. Motion carried.

(d) Statement of executive session minutes.

Statement of executive session minutes was read by Mayor Flanagan:

While in executive session the Council conferred on the evaluation and the employment performance of the City Manager. No other matters were discussed and no votes were taken.

(e) Possible discussion regarding the evaluation process for the City Manager.

There was no discussion and no action taken on this matter.

ADJOURNMENT

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

Meeting adjourned at 7:01 P.M.