

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma January 21, 2014**

**CALL TO ORDER**

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

Mayor Bill Flanagan asked Deputy City Clerk Karen Clay to note that members are present/absent as indicated below:

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

**Absent:** None

**Staff Present:** Jim Thomas, Matt Ballard, Karen Clay, Tim White, Joe Kays, Ron Kolker, Carolyn Chapman, Art Andrews, Susy Collins, Jeremy Ledbetter, Stan Brown, Sean Douglas, Suzan Malloy, Ron Kolker

Ward II Councilor Brian Callender and Ward IV Councilor Will Demier were sworn in by District Judge Sheila Condren.

Pledge of Allegiance by all.

Invocation by Councilman Purkey

**CALL TO THE PUBLIC**

None

**ACCEPTANCE OF THE AGENDA**

Motion by Willis, second by Watson to approve the agenda for the regular CCDA meeting of January 21, 2014, as written. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, 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 January 06, 2014, as printed.
- (b)** All claims as printed.

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

### **ADJOURNMENT**

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

Meeting adjourned at 6:07 P.M.

**Minutes of the Claremore Public Works Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma January 21, 2014**

**CALL TO ORDER**

Meeting called to order by Mayor Bill Flanagan at 6:07 P.M.

Mayor Bill Flanagan asked Deputy City Clerk Karen Clay to note that members are present/absent as indicated below:

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

**Absent:** None

**Staff Present:** Jim Thomas, Matt Ballard, Karen Clay, Tim White, Joe Kays, Ron Kolker, Carolyn Chapman, Art Andrews, Susy Collins, Jeremy Ledbetter, Stan Brown, Sean Douglas, Suzan Malloy, Ron Kolker

**ACCEPTANCE OF THE AGENDA**

Motion by Watson, second by Willis to approve the agenda for the regular CPWA meeting of January 21, 2014, as written. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, 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 January 06, 2014, as printed.
- (b)** All claims as printed.

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

## **ADJOURNMENT**

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

Meeting adjourned at 6:08 P.M.

**Minutes of the Claremore City Council Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma January 21, 2014**

**CALL TO ORDER**

Meeting called to order by Mayor Bill Flanagan at 6:08 P.M.

Mayor Bill Flanagan asked Deputy City Clerk Karen Clay to note that members are present/absent as indicated below:

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

**Absent:** None

**Staff Present:** Jim Thomas, Matt Ballard, Karen Clay, Tim White, Joe Kays, Ron Kolker, Carolyn Chapman, Art Andrews, Susy Collins, Jeremy Ledbetter, Stan Brown, Sean Douglas, Suzan Malloy, Ron Kolker

**ACCEPTANCE OF THE AGENDA**

Motion by Watson, second by Willis to approve the agenda for the regular City Council meeting of January 21, 2014, as written. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

**MAYOR'S REPORT & APPOINTMENTS**

**(1) Swearing in** of newly appointed Ward IV Councilor Will DeMier and newly elected Ward II Councilor Brian Callender by District Judge Sheila Condren.

Ward II Councilor Brian Callender and Ward IV Councilor Will Demier were sworn in by District Judge Sheila Condren during the Claremore Cultural Development Authority portion of the meeting.

**STAFF REPORTS**

City Manager Jim Thomas introduced new Executive Manager of Budget and Finance Susy Collins.

Collins presented and reviewed the financials for the first 6 months of the fiscal year-through December 31, 2013. Mayor Flanagan asked that a copy of the financials be included in the minutes.

Police Chief Stan Brown spoke regarding the additional School Resource Officer that was added during this fiscal year. A report and site assessment of Will Rogers Jr. High

has been presented to Superintendent Mike McClaren. Brown noted the training and activities School Resource Officer James Sutton has been involved in since August.

Thomas- Reminded Council that the annual State of the City Address will be Thursday afternoon and Gridiron that will be held on Saturday evening. If any of the elected officials would like to go, they need to let Thomas know so that a final headcount can be turned in.

There will be a Strategic Planning Session with the Council and CIEDA. This will take place Feb. 6<sup>th</sup> from 5:30-8:30 p.m. at RSU.

Visit Claremore Director Tanya Andres, City Planner Jill Ferenc and Thomas have put together a presentation to present to the Oklahoma City Managers Group at their annual conference. Thomas states he is working to get the summer conference held in Claremore in 2015.

## **CURRENT BUSINESS**

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

- (a) Minutes of the Regular Council Meeting on January 06, 2014, as printed.
- (b) Minutes of the Special Council Meeting on January 13, 2014, as printed.
- (c) All claims as printed.
- (d) Actual salary claims for pay periods ending **January 03, 2014**, in the amount of **\$413,766.04** 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 solicit bids for the supply and installation of fire suppression system for the Senior Center located at 1325 N. Sioux. **(Joe Kays)**
- (f) Approval to solicit bids for the supply and installation of HVAC equipment for the Senior Center located at 1325 N. Sioux. **(Joe Kays)**

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

**(3) Approve/Reject** award bid and approve execution of the contract documents for the Sanitary Sewer Rehabilitation Project No. 2012 CDBG #15244 and 2013 CDBG #15653 base bid including all add-alternates for a total of \$253,058.98 to low bidder T-G Excavating, Inc. **(Jill Ferenc)**

Motion by Willis, second by Watson to approve award of bid and approve execution of the contract documents for the Sanitary Sewer Rehabilitation Project No. 2012 CDBG #15244 and 2013 CDBG #15653 base bid including all add-alternates for a total of

\$253,058.98 to low bidder T-G Excavating, Inc. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, abstain; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

- (4) Approve/Reject** award bid and approve execution of the contract documents for the RSU Sanitary Sewer System Rehabilitation Project base bid including add-alternate 1 for a total of \$157,378.92 to low bidder T-G Excavating, Inc., pending approval of the governing body of Rogers State University. **(Jill Ferenc)**

City Planner Jill Ferenc clarified that no City funds will be used for the RSU portion of the project. RSU will pay the City before the project begins.

RSU Executive VP for Finance and Administration Tom Volturo was present to answer any questions. Volturo states reserve surplus funds will be used for this project. There was some miscommunication in the agenda item, resulting in the add alternate 2 not being on tonight's agenda. This will be on a future council agenda. Any amount expended over \$250,000 requires their governing board's approval. This item will be on the RSU agenda on Wednesday.

Motion by Purkey, second by Willis to approve award bid and approve execution of the contract documents for the RSU Sanitary Sewer System Rehabilitation Project base bid including add- alternate 1 for a total of \$157,378.92 to low bidder T-G Excavating, Inc., pending approval of the governing body of Rogers State University. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

- (5) Vote to approve** the cumulative City Manager evaluations by the City Council and City Staff and to provide the documents to the City Manager as his formal evaluation. **(Matt Ballard)**

Motion by Watson, second by Willis to approve the cumulative City Manager evaluations by the City Council and City Staff and to provide the documents to the City Manager as his formal evaluation. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, abstain; Flanagan, yes; Callender, yes; Purkey, yes; McComb, abstain; and Watson, yes. Motion carried.

## **ADJOURNMENT**

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

Meeting adjourned at 6:42 p.m.