

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma February 03, 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, David McComb, Paula Watson

Absent: None

Staff Present: Matt Ballard, Sarah Sharp, Stan Brown, Sean Douglas, Jill Ferenc,
Jeremy Ledbetter

Pledge of Allegiance by all.

Invocation by Councilman Purkey

CALL TO THE PUBLIC

None

ACCEPTANCE OF THE AGENDA

Motion by Watson, second by Willis to approve the agenda for the regular CCDA meeting of February 03, 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 21, 2014, as printed.
- (b)** All claims as printed.

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

ADJOURNMENT

Motion by Watson, second by Willis 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 6:01 P.M.

**Minutes of the Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma February 03, 2014**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:01 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, David McComb, Paula Watson

Absent: None

Staff Present: Matt Ballard, Sarah Sharp, Stan Brown, Sean Douglas, Jill Ferenc,
Jeremy Ledbetter

ACCEPTANCE OF THE AGENDA

Motion by Watson, second by Willis to approve the agenda for the regular CPWA meeting of February 03, 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 21, 2014, as printed.

(b) All claims as printed.

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

ADJOURNMENT

Motion by Watson, second by Willis 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 6:03 P.M.

**Minutes of the Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma February 03, 2014**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:03 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, David McComb, Paula Watson

Absent: None

Staff Present: Matt Ballard, Sarah Sharp, Stan Brown, Sean Douglas, Jill Ferenc,
Jeremy Ledbetter

ACCEPTANCE OF THE AGENDA

Motion by Watson, second by Willis to approve the agenda for the regular City Council meeting of February 03, 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

None

STAFF REPORTS

None

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on January 21, 2014, as printed.
- (b) Minutes of the Special Council Meeting on January 23, 2014, as printed.
- (c) All claims as printed.
- (d) Actual salary claims for pay periods ending **January 17, 2014**, in the amount of **\$428,416.42** 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 Quarterly E911 Report and Monthly Police Department Activity Report.**(Stan Brown)**

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

(2) Discussion and vote to approve/reject Resolution #2014-_____, adopting the City of Claremore Multi-Hazard Mitigation Plan 2012 Update. (**Sean Douglas**)

Fire Chief and Emergency Management Director Sean Douglas stated the original document was submitted to the State for approval on 1/7/13. The final document has been altered through a series of corrections. This is the final step before it is sent to the State for final approval. This update is required for several State and Federal Grants the City receives, and the process is done about once every 5 years.

Motion by Purkey, second by Watson to approve Resolution #2014- 1, adopting the City of Claremore Multi-Hazard Mitigation Plan 2012 Update. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

(3) Discussion and vote to approve/reject Ordinance #2014-_____, changing the zoning of a parcel of land in Block 41, Old Town Claremore in Section 9, Township 21 North, Range 1 East of the I.B. & M., Rogers County, Oklahoma, from Residential Multi-Family Low Intensity District (RM-1) to Commercial General District (CG) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. (**Jill Ferenc**)

City Planner Jill Ferenc stated part of this property is already zoned CG, the applicants would like the whole parcel zoned CG, as they plan to put a Speech Therapy Office at this location. A privacy fence will be required where the property abuts residential areas. The zoning change was approved by the Planning Commission. There were no public comments at the Planning Commission meeting for or against the rezoning of the property.

Motion by Willis, second by Watson to approve Ordinance #2014- 1, changing the zoning of a parcel of land in Block 41, Old Town Claremore in Section 9, Township 21 North, Range 1 East of the I.B. & M., Rogers County, Oklahoma, from Residential Multi-Family Low Intensity District (RM-1) to Commercial General District (CG) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

(4) Discussion and vote to approve/reject final plat for Claremore Plaza- Phase III. (**Jill Ferenc**)

Ferenc stated this will allow Deer Run Apartments to add 141 apartments. Platt was approved by the Planning Commission with the condition of a 10 ft. landscape buffer to

be placed between this development and the Harvest Hills Addition. Staff recommends approval conditional upon receiving a 1 year maintenance bond and separate utility easements.

Motion by Purkey, second by Willis to approve the final plat for Claremore Plaza- Phase III, with the staff recommended provisions. 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) Discussion and vote to approve/reject bid award and to authorize the execution of contract documents for the entirety of the RSU Sanitary Sewer System Rehabilitation project, in conjunction with CDBG 2012 #15244 and CDBG 2013 #15653, including those portions to be undertaken by RSU, to low bidder T-G Excavating, Inc., including add-alternates 1 and 2 and all work to be undertaken, for a total contract price of \$468,888. (**Jill Ferenc**)

Motion by Purkey, second by Callender to approve the bid award and to authorize the execution of contract documents for the entirety of the RSU Sanitary Sewer System Rehabilitation project, in conjunction with CDBG 2012 #15244 and CDBG 2013 #15653, including those portions to be undertaken by RSU, to low bidder T-G Excavating, Inc., including add-alternates 1 and 2 and all work to be undertaken, for a total contract price of \$468,888. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

(6) Discussion and vote to approve/reject change order #1 to the RSU Sanitary Sewer System Rehabilitation project to rehabilitate additional sewer line and 3 additional manholes for a total change order amount of \$50,427. (**Jill Ferenc**)

Mayor Flanagan questioned at what level a change order can be issued before the project would have to be re-bid. City Attorney Ballard stated a change order can be issued if it is under 15% of the total cost of the project, provided the project amount is under \$1 million.

Motion by Purkey, second by Watson to approve change order #1 to the RSU Sanitary Sewer System Rehabilitation project to rehabilitate additional sewer line and 3 additional manholes for a total change order amount of \$50,427. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

ADJOURNMENT

Motion by Flanagan, second by Willis 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.