

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma September 02, 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, Will DeMier, BILL Flanagan, Don Purkey, Brian Callender, David McComb, Susan Kirtley

**Absent:** None

**Staff Present:** Jim Thomas, Matt Ballard, Sarah Sharp, Susy Collins, Tim White, Jill Ferenc, Stan Brown, Daryl Golbek, Chris Cochran, Suzan Malloy, Andy Armstrong, Ron Easterling, Art Andrews, and Jeri Koehler

Pledge of Allegiance by all.

Invocation by: Dave Mewbourne-Claremore Assembly of God Church

**CALL TO THE PUBLIC**

None

**ACCEPTANCE OF THE AGENDA**

Motion by Willis, second by Purkey to approve the agenda for the regular CCDA meeting of September 02, 2014, as written. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, 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 August 18, 2014, as printed.
  - (b) All claims as printed.

Motion by Willis, second by Lepak 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 Kirtley, 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 Kirtley, yes. Motion carried.

Meeting adjourned at 6:02 P.M.

  
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Sarah Sharp, City Clerk

**Minutes of the Claremore Public Works Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma September 02, 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, Will DeMier, BILL Flanagan, Don Purkey, Brian Callender, David McComb, Susan Kirtley

**Absent:** None

**Staff Present:** Jim Thomas, Matt Ballard, Sarah Sharp, Susy Collins, Tim White, Jill Ferenc, Stan Brown, Daryl Golbek, Chris Cochran, Suzan Malloy, Andy Armstrong, Ron Easterling, Art Andrews, and Jeri Koehler

**ACCEPTANCE OF THE AGENDA**

Motion by Willis, second by Lepak to approve the agenda for the regular CPWA meeting of September 02, 2014, as written. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, 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 August 18, 2014, as printed.
- (b)** All claims as printed.

Motion by Willis, second by Lepak 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 Kirtley, 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 Kirtley, yes. Motion carried.

Meeting adjourned at 6:04 P.M.

  
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Sarah Sharp, City Clerk

**Minutes of the Claremore City Council Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma September 02, 2014**

**CALL TO ORDER**

Meeting called to order by Mayor Bill Flanagan at 6:04 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, Will DeMier, BILL Flanagan, Don Purkey, Brian Callender, David McComb, Susan Kirtley

**Absent:** None

**Staff Present:** Jim Thomas, Matt Ballard, Sarah Sharp, Susy Collins, Tim White, Jill Ferenc, Stan Brown, Daryl Golbek, Chris Cochran, Suzan Malloy, Andy Armstrong, Ron Easterling, Art Andrews, and Jeri Koehler

**ACCEPTANCE OF THE AGENDA**

Motion by Willis, second by Lepak to approve the agenda for the regular City Council meeting of September 02, 2014. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

**AWARDS, PRESENTATIONS, AND COMMUNICATIONS**

None

**MAYOR'S REPORT & APPOINTMENTS**

None

**STAFF REPORTS**

City Manager Jim Thomas reminded Council that next Monday, September 8<sup>th</sup> at 6 p.m. there will be a Special Meeting/Workshop to meet with a developer of a 135 acre PUD to discuss forming a special assessment district.

**CURRENT BUSINESS**

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

- (a)** Minutes of the Regular Council Meeting on August 18, 2014, as printed.
- (b)** All claims as printed.

- (c) Actual salary claims for pay periods ending **August 15, 2014**, in the amount of **\$440,665.69** 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) Acceptance of utility Easements from AXH Air Coolers. **(Chris Cochran)**
- (e) Approval to solicit bids for John Carle Blvd. Project-Phase 2. **(Chris Cochran)**

Motion by Willis, second by DeMier 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 Kirtley, yes. Motion carried.

- (2) Discussion and vote to Approve/Reject the Law Enforcement Agreement between and among the Cherokee Nation, The United States of America, The State of Oklahoma and its political subdivisions, the various Boards of County Commissioners, and various law enforcement agencies (COMPACT between the City of Claremore and Cherokee Marshals Service) for cross deputation of respective agency officers. **(Stan Brown)**

Motion by Flanagan, second by Willis to approve the Law Enforcement Agreement between and among the Cherokee Nation, The United States of America, The State of Oklahoma and its political subdivisions, the various Boards of County Commissioners, and various law enforcement agencies (COMPACT between the City of Claremore and Cherokee Marshals Service) for cross deputation of respective agency officers. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

- (3) Discussion and vote to Approve/Reject Ordinance #2014-\_\_\_\_\_, consenting to allow Rehoboth Church to annex into the Rural Sewer District No. 1. **(Chris Cochran)**

Motion by Callender, second by Willis to approve Ordinance #2014- 20 , consenting to allow Rehoboth Church to annex into the Rural Sewer District No. 1. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

- (4) Discussion and vote to Approve/Reject agreement to host a GPS Reference Station for TOPCON. **(Jill Ferenc/Ron Easterling)**

Motion by Purkey, second by DeMier to approve the agreement to host a GPS Reference Station for TOPCON. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

- (5) Discussion only: Discussion regarding a request to vacate the westerly 10 feet of the 20 foot wide alleyway adjacent to Lot 4 of Block 39 Claremore OT (618 8th St.)  
**(Jill Ferenc)**

City Planner Jill Ferenc reported this item is scheduled to be on the September 15<sup>th</sup> agenda for approval. The overhead electric is in the easterly portion of the alleyway, and will not be an issue. The City will still have access to all of its utilities. Notifications were sent out to the franchise holders and surrounding property owners; there have been no parties to speak for or against the proposed changes.

- (6) Discussion and vote to Approve/Reject the final plat of Holiday Inn & Suites- Claremore. **(Jill Ferenc)**

Motion by Purkey, second by Willis to approve the final plat of Holiday Inn & Suites- Claremore. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

- (7) Discussion and vote to Approve/Reject Ordinance #2014-\_\_\_\_\_, amending the City of Claremore Subdivision Regulations of the 2002 Land Development Code with the addition of a lot combination section. **(Jill Ferenc)**

Motion by Purkey, second by Robertson to approve Ordinance #2014- 21 , amending the City of Claremore Subdivision Regulations of the 2002 Land Development Code with the addition of a lot combination section. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

- (8) Discussion and vote to Approve/Reject Resolution # 2014-\_\_\_\_\_, establishing a fee for a lot combination application. **(Jill Ferenc)**

Motion by Flanagan, second by Willis to approve Resolution # 2014- 10 , establishing a fee for a lot combination application. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

- (9) Discussion and vote to Approve/Reject sale of City-owned property located southwest of the intersection of Chambers Ave. and W. Dupont Street (near Safenet). **(Jim Thomas)**

Thomas- The City has owned this property since 2004. A portion of the original property has been sold to Safenet and Rogers County Youth Services (RCYS). Safenet has built a facility on their property, RCYS has not. RCYS approached Matt and I about 6 months ago and wanted to know if the City would be interested in combining the properties and putting it back on the market. We have done that and have received a couple of proposals for the property. We have 1 appraisal, legal counsel says we really need 2. We don't see

the City needing the property, it is surrounded by residential property and is zoned residential as well. We want to get it back on the tax rolls. This property was originally purchased for a waterpark that never came to fruition.

Flanagan stated the property was bought in 2004 . The original parcel was 10.7 acres and the purchase price was \$225,000.00. Almost 2 acres on the corner was sold for \$155,000 and RCYS was sold 4.09 acres in 2009 for \$84,000.00. The original expenditure has been recouped, and the City still owns 4.55 acres.

Motion by Purkey, second by Callender to table Item #9 until a second appraisal of the property can be obtained. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

**(10) Discussion and vote to Approve/Reject holding a CDBG (Community Development Block Grant) Closeout Hearing on the Claremore CDBG Small Cities Program for years FY12 & FY13. (Andy Armstrong/Art Andrews)**

Motion by Willis, second by Robertson to open the CDBG (Community Development Block Grant) Closeout Hearing on the Claremore CDBG Small Cities Program for years FY12 & FY13. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

Public Hearing opened at 6:43 p.m.

There were no public comments.

Mayor Flanagan requested it be noted in the minutes that the project came in under budget due to a deduct. \$2,087.45 was not drawn down, therefore the City will not have to issue a refund since the funds were never received from the Oklahoma Department of Commerce.

Motion by Willis, second by Lepak to close the public hearing. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

Public hearing was closed at 6:47 p.m.

**(11) Discussion and vote to Approve/Reject the CDBG Closeout Documents for FY 12 & FY13 and authorization for the Mayor to execute and submit the documents through OKGrants. (Andy Armstrong/Art Andrews)**

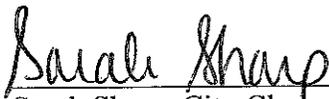
Motion by Willis, second by Lepak to approve the CDBG Closeout Documents for FY 12 & FY13 and authorization for the Mayor to execute and submit the documents through

OKGrants. Roll call vote: Willis, yes; Robertson, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

**ADJOURNMENT**

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

Meeting adjourned at 6:50 P.M.

  
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Sarah Sharp, City Clerk