

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma September 15, 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 (arrived at 6:04 p.m.), Mark Lepak, Bill Flanagan, Don Purkey, Brian Callender, David McComb, Susan Kirtley

Absent: Buddy Robertson, Will DeMier

Staff Present: Jill Ferenc, Matt Ballard, Sarah Sharp, Susy Collins, Tim White, Suzan Malloy, Andy Armstrong, Art Andrews, Jeri Koehler, Sean Douglas, Tammy Wilson, Carla Banzet, Joe Kays, Mitch Louderback

Pledge of Allegiance by all.

Invocation by: Dave Mewbourne-Claremore Assembly of God Church

CALL TO THE PUBLIC

David Patterson 503 E. Blue Starr Dr. Claremore, OK

Mr. Patterson addressed Council concerning the proposed changes to the sign ordinance. The temporary sign section of the ordinance currently allows a banner to be displayed 30 days, then it has to be taken down for 30 days. The proposed change would allow a banner to be displayed for 60 days, then removed for 30 days. Patterson would like to see that changed to 75 days on and 15 days off. He states he believes this will help the businesses. He would also like to see signs in the "porch" area of businesses exempted from the sign ordinance.

ACCEPTANCE OF THE AGENDA

Motion by Purkey, second by McComb to approve the agenda for the regular CCDA meeting of September 15, 2014, as written. Roll call vote: Lepak, 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 September 02, 2014, as printed.
- (b) All claims as printed.

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

Willis arrived at 6:04 p.m.

(2) Discussion and vote to **Approve/Reject** awarding of the Recreation Swimming Pool Resurfacing project to K.C. Gunite the amount of \$287,600.00; price to include base bid and alternates 2,3, & 4. **(Mitch Louderback)**

Motion by Purkey, second by McComb to approve awarding of the Recreation Swimming Pool Resurfacing project to K.C. Gunite the amount of \$287,600.00; price to include base bid and alternates 2,3, & 4. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:07 P.M.



Sarah Sharp, City Clerk

**Minutes of the Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma September 15, 2014**

CALL TO ORDER

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

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

Present: Terry Willis, Mark Lepak, Bill Flanagan, Don Purkey, Brian Callender, David McComb, Susan Kirtley

Absent: Buddy Robertson, Will DeMier

Staff Present: Jill Ferenc, Matt Ballard, Sarah Sharp, Susy Collins, Tim White, Suzan Malloy, Andy Armstrong, Art Andrews, Jeri Koehler, Sean Douglas, Tammy Wilson, Carla Banzet, Joe Kays, Mitch Louderback

ACCEPTANCE OF THE AGENDA

Motion by Lepak, second by Willis to approve the agenda for the regular CPWA meeting of September 15, 2014, as written. Roll call vote: Willis, yes; Lepak, 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 September 02, 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; Lepak, 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; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

Meeting adjourned at 6:08 P.M.

Sarah Sharp

Sarah Sharp, City Clerk

**Minutes of the Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma September 15, 2014**

CALL TO ORDER

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

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

Present: Terry Willis, Mark Lepak, Bill Flanagan, Don Purkey, Brian Callender, David McComb, Susan Kirtley

Absent: Buddy Robertson, Will DeMier

Staff Present: Jill Ferenc, Matt Ballard, Sarah Sharp, Susy Collins, Tim White, Suzan Malloy, Andy Armstrong, Art Andrews, Jeri Koehler, Sean Douglas, Tammy Wilson, Carla Banzet, Joe Kays, Mitch Louderback

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Lepak to approve the agenda for the regular City Council meeting of September 15, 2014. Roll call vote: Willis, yes; Lepak, 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

CIEDA Director Jeri Koehler gave Council a preview of a 1 minute long marketing video that was commissioned by CIEDA to showcase and market the City of Claremore. The video will premiere at the September 25th Chamber of Commerce luncheon, after that the video will be put out on social media and other formats.

IT Director Tim White discussed some of the hurdles and issues that were faced in the software upgrade for the utility billing office. White also reported that the AMI Project and the CAD Project are on track.

CURRENT BUSINESS

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

- (a) Minutes of the Regular Council Meeting on September 02, 2014, as printed.
- (b) Minutes of the Special Council Meeting on September 08, 2014, as printed.
- (c) All claims as printed.
- (d) Actual salary claims for pay periods ending **August 29, 2014**, in the amount of **\$433,039.15** 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 for James Thomas to replace Carolyn Chapman as Authorized Agent with the Oklahoma Municipal Retirement Fund. **(Jim Thomas)**
- (f) Approval to solicit bids for annual Pest Control Services. **(Sarah Sharp)**

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

- (2) Discussion and vote to Approve/Reject Ordinance #2014-_____, vacating the Westerly 10 feet of that certain 20 foot wide alleyway adjacent to Lot 4 of Block 39 of the City of Claremore, Oklahoma, according to the U.S. Government plat thereof. **(Jill Ferenc)**

Motion by Purkey, second by Willis to approve Ordinance #2014- 22, vacating the Westerly 10 feet of that certain 20 foot wide alleyway adjacent to Lot 4 of Block 39 of the City of Claremore, Oklahoma, according to the U.S. Government plat thereof. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

- (3) Discussion and vote to Approve/Reject Ordinance #2014-_____, amending the City of Claremore-Rogers County Metropolitan Area Zoning Ordinance by replacing “Chapter 11-Signs” to include revisions and additions to the Chapter. **(Jill Ferenc)**

City Planner Jill Ferenc gave an overview of the timeline of the events that have transpired related to this issue. Ferenc then reviewed the proposed sign ordinance changes.

Motion by Flanagan to approve Ordinance #2014-23, striking the time element on the temporary sign portion of the ordinance. Flanagan rescinded the motion.

Motion by Flanagan, second by Purkey to table the item until the next meeting. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

- (4) Discussion and vote to Approve/Reject renewal of contract with Grand Gateway Economic Development Association for Community Development Block Grant

Administrative Services in the amount of \$7,049.00 for 16080 CDBG 14.
(Art Andrews)

Motion by Purkey, second by Callender to approve the renewal of contract with Grand Gateway Economic Development Association for Community Development Block Grant Administrative Services in the amount of \$7,049.00 for 16080 CDBG 14. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

(5) Discussion and vote to Approve/Reject electronic execution of documents for 16080 CDBG 14 with the Oklahoma Department of Commerce.(Art Andrews/Andy Armstrong)

Motion by Willis, second by McComb to approve the electronic execution of documents for 16080 CDBG 14 with the Oklahoma Department of Commerce. Roll call vote: Willis, yes; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

(6) Discussion and vote to Approve/Reject Ordinance #2014-_____, amending Sections 51.10 and 51.11 of the City of Claremore Code of Ordinances and setting new rates for replacement of poly-cart refuse containers and establishing a fee for call-back services. (Susy Collins)

Motion by Flanagan, second by Kirtley to approve Ordinance #2014- 23, amending Sections 51.10 and 51.11 of the City of Claremore Code of Ordinances and setting new rates for replacement of poly-cart refuse containers and establishing a fee for call-back services. Roll call vote: Willis, no; Lepak, yes; Flanagan, yes; Callender, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 7:21 P.M.



Sarah Sharp, City Clerk