

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma November 17, 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, Mark Lepak, Will DeMier, Bill Flanagan, Brian Callender, Don Purkey, Susan Kirtley

Absent: Buddy Robertson, David McComb

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Matt Ballard, Tim White, Jeri Koehler, Stan Brown, Daryl Golbek, Chris Cochran, Sean Douglas, Ron Burrows, Suzan Maloy, Art Andrews, Andy Armstrong

Pledge of Allegiance by all.

Invocation by: Councilman Purkey

CALL TO THE PUBLIC

None

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Lepak to approve the agenda for the regular CCDA meeting of November 17, 2014, as written. Roll call vote: Willis, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, 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 November 03, 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; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:02 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 November 17, 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, Mark Lepak, Will DeMier, Bill Flanagan, Brian Callender, Don Purkey, Susan Kirtley
Absent: Buddy Robertson, David McComb
Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Matt Ballard, Tim White, Jeri Koehler, Stan Brown, Daryl Golbek, Chris Cochran, Sean Douglas, Ron Burrows, Suzan Maloy, Art Andrews, Andy Armstrong

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Lepak to approve the agenda for the regular CPWA meeting of November 17, 2014, as written. Roll call vote: Willis, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

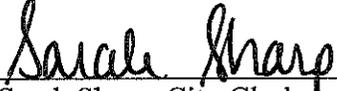
- (a) Minutes of Claremore Public Works Authority Regular Meeting on November 03, 2014, as printed.**
- (b) All claims as printed.**

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

ADJOURNMENT

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

Meeting adjourned at 6:04 P.M.



Sarah Sharp, City Clerk

**Minutes of the Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma November 17, 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, Mark Lepak, Will DeMier, Bill Flanagan, Brian Callender, Don Purkey, Susan Kirtley

Absent: Buddy Robertson, David McComb

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Matt Ballard, Tim White, Jeri Koehler, Stan Brown, Daryl Golbek, Chris Cochran, Sean Douglas, Ron Burrows, Suzan Maloy, Art Andrews, Andy Armstrong

ACCEPTANCE OF THE AGENDA

Mayor Flanagan noted that consent item (c) should read November 7, 2104 instead of November 17, 2014.

Motion by Willis, second by Lepak to approve the agenda for the regular City Council meeting of November 17, 2014, with noted revision. Roll call vote: Willis, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

City Manager Jim Thomas publically recognized and thanked Councilman Mark Lepak, City Attorney Matt Ballard, and Expo Director Ron Burrows for their service to the City. Lepak will be sworn in tomorrow as a State Representative. Ballard will be taking office as the District Attorney in January, and Burrows will be taking office as District #3 Rogers County Commissioner in January.

MAYOR'S REPORT & APPOINTMENTS

Deputy Mayor Willis reported that the time capsule that was at the old Westside Elementary School has been dug up and is in the possession of the Claremore Museum of History. The capsule was buried in 1976 and was not scheduled to be opened until 2076, but due to the sale of the property and the demolition of the school it was removed earlier than scheduled. Willis showed a few photos of the artifacts inside.

STAFF REPORTS

None

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on November 03, 2014, as printed.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay periods ending November 17, 2014, in the amount of \$432,842.64 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.**

Motion by Willis, second by Lepak to approve the consent items, with the date in item (c) to be revised to November 07, 2014. Roll call vote: Willis, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

(2) Discussion and vote to Approve/Reject agreement for Enhanced Emergency Number (E-911) Service with Cox Oklahoma Telecom, L.L.C. dba Cox Communications for fiscal year 2014/2015.

Motion by DeMier, second by Kirtley to approve the agreement for Enhanced Emergency Number (E-911) Service with Cox Oklahoma Telecom, L.L.C. dba Cox Communications for fiscal year 2014/2015. Roll call vote: Willis, yes; Lepak, abstain; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

(3) Discussion and vote to Approve/Reject designating the City's Chief Executive Officer, the Mayor, as the certifying officer under the National Environmental Policy Act of 1969 to assume overall responsibility for the environmental review process for the Community Development Block Grant (CDBG) Project 16080 CDBG 14.(Andy Armstrong/Art Andrews)

Motion by Purkey, second by DeMier to approve designating the City's Chief Executive Officer, the Mayor, as the certifying officer under the National Environmental Policy Act of 1969 to assume overall responsibility for the environmental review process for the Community Development Block Grant (CDBG) Project 16080 CDBG 14. Roll call vote: Willis, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

(4) Discussion and vote to Approve/Reject a finding of categorical exclusion/exemption from Release of Funds Publication on the Environment for the 16080 CDBG 14 Sanitary Sewer Improvement Project.(Andy Armstrong/Art Andrews)

Motion by Purkey, second by Callender to approve authorizing the Mayor to sign and/or electronically submit the CDBG request for Authority to Use Grant Funds, Environmental Finding and Certification of Leverage documents related to 16080 CDBG 14. Roll call vote: Willis, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

(5) Discussion and vote to Approve/Reject authorizing the Mayor to sign and/or electronically submit the CDBG request for Authority to Use Grant Funds, Environmental Finding and Certification of Leverage documents related to 16080 CDBG 14.(Andy Armstrong/Art Andrews)

Motion by Purkey, second by DeMier to approve authorizing the Mayor to sign and/or electronically submit the CDBG request for Authority to Use Grant Funds, Environmental Finding and Certification of Leverage documents related to 16080 CDBG 14. Roll call vote: Willis, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

(6) Discussion and vote to Approve/Reject an Antidisplacement Plan for the 16080 CDBG 14 Meadow View Addition Sanitary Sewer Project. (Andy Armstrong/Art Andrews)

Motion by Purkey, second by Willis to approve the Antidisplacement Plan for the 16080 CDBG 14 Meadow View Addition Sanitary Sewer Project. Roll call vote: Willis, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

(7) Discussion and vote to Approve/Reject Ordinance # 2014-___, changing the zoning of a parcel of land in Lot 2 and the Southerly 15' of Lot 1, Block 41, (619 N. Cherokee Ave.) Claremore Original Townsite, Section 19, Township 21 North, Range 16 East of the I.B. & M., Rogers County, Oklahoma, from RM-1 (Residential Multi-Family Low Intensity District) to CS (Commercial Shopping Center District) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. (Chris Cochran)

Motion by Willis, second by Lepak to approve Ordinance # 2014- 32 __, changing the zoning of a parcel of land in Lot 2 and the Southerly 15' of Lot 1, Block 41, (619 N. Cherokee Ave.) Claremore Original Townsite, Section 19, Township 21 North, Range 16 East of the I.B. & M., Rogers County, Oklahoma, from RM-1(Residential Multi-Family Low Intensity District) to CS (Commercial Shopping Center District) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. Roll call vote: Willis, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

(8) Discussion and vote to Approve/Reject Resolution # 2014-___, expressing support for economic development and a tax credit award for new construction of Honey Suckle Ridge located at 2600 S. Frederick Road. (Chris Cochran)

Councilor Willis stated that if this is approved, the City needs to seriously look at Frederick Road, as there is limited access, and the traffic will be increasing.

Motion by Willis, second by Lepak to approve Resolution # 2014- 13, expressing support for economic development and a tax credit award for new construction of Honey Suckle Ridge located at 2600 S. Frederick Road. Roll call vote: Willis, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

**(9) Discussion and vote to accept the resignation of Ward IV Councilor Mark Lepak, effective at the close of the November 17, 2014 Council Meeting.
(Jim Thomas/Bill Flanagan)**

Lepak expressed his gratitude to the Council and the City staff he served with during his tenure.

Motion by Flanagan, second by Willis to accept the resignation of Ward IV Councilor Mark Lepak, effective at the close of the November 17, 2014 Council Meeting. Roll call vote: Willis, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

**(10) Discussion and possible action regarding the vacant Ward IV Councilor seat, including a potential vote to (1) establish the procedure for soliciting and selecting candidate, (2) interview and/or discuss potential candidates, (3) set dates for further discussion and interview of candidates, and/or (4) take any other action deemed necessary to fill the vacant Ward IV seat.
(Jim Thomas/Bill Flanagan)**

Motion by DeMier, second by Willis to accept letters of interest from candidates at the City Clerk's office until 5 p.m. on Friday, December 12th. Candidates will be interviewed at the December 15th Council meeting in open session and voted upon in open session. Roll call vote: Willis, yes; Lepak, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:48 P.M.

Sarah Sharp
Sarah Sharp, City Clerk
