

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma April 06, 2015**

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, Jeff Godwin, Will DeMier, Bill Flanagan, Don Purkey,
David McComb, Susan Kirtley

Absent: Buddy Robertson, Brian Callender

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Jill Ferenc, Jeri
Koehler, Sean Douglas, Tim White, Susy Collins, Daryl Golbek,
Scott Rogers, Noelle Hayes

Pledge of Allegiance by all.

Invocation by: Councilman Willis.

CALL TO THE PUBLIC

Peggy Miller 1140 N. Faulkner Dr.- Ms. Miller was present to protest the proposed closing of the portion of Chickasaw Ave. that runs between the Baptist Church. Miller owns the office building across the street, and customers access her building using this route.

Bill Smith 614 S. Chickasaw Ave.- Mr. Smith addressed Council regarding the smoking ordinance that was passed at the 3/16/15 meeting. Smith thanked the Councilors that voted against the Ordinance for not selling out to special interest groups and protecting the citizens and employees of Claremore.

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Kirtley to approve the agenda for the regular CCDA meeting of April, 06 2015, as written. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, 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 March, 16 2015, as printed.**
- (b) All claims as printed.**

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

ADJOURNMENT

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

Meeting adjourned at 6:13 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 April 06, 2015**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:13 P.M.

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

Present: Terry Willis, Jeff Godwin, Will DeMier, Bill Flanagan, Don Purkey, David McComb, Susan Kirtley
Absent: Buddy Robertson, Brian Callender
Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Jill Ferenc, Jeri Koehler, Sean Douglas, Tim White, Susy Collins, Daryl Golbek, Scott Rogers, Noelle Hayes

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by DeMier to approve the agenda for the regular CPWA meeting of April, 06 2015, as written. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, 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 March, 16 2015, as printed.
 - (b) All claims as printed.
 - (c) Approve request to go out to bid for utility locating services. (Larry Hughes)
 - (d) Approve request to go out to bid for flooring replacement at the Public Works Building. (Larry Hughes)
 - (e) Acceptance of utility easements as follows: (Larry Hughes)
 - Russell John Green and Alison Jill Green- 15 ft. wide utility Easement-S 15' of the SW/4 of the NE/4 of Section 35, Township 22N, Range 16E
 - Robert T. Moses and Eva L. Moses- 10 ft. wide Utility Easement-NE/4 of Section 32, Township 22N, Range 16E
 - SWABO Properties, LLC.- 5 ft. wide Electric Easement- Lots 5 thru 10, Block 37 Bayless Addition, Section 8, Township 21N, Range 16E
 - Clermont Properties, Inc.-2 ft. Electric Easement- Lot 4, Block 150

**Claremore OT, Section 8, Township 21N, Range 16E
-Brown and White Operating Group, LLC- 5ft. Electric Easement-Lots 2 &
3, Block 150 Claremore OT, Section 8, Township 21N, Range 16E**

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

**(2) Discussion and vote to Approve/Reject request to surplus the following
Sanitation vehicles:**

**Unit #335 2004 Sterling Condor VIN:49HFBVDC74RM94931
Unit #337 2004 Sterling Condor VIN:49HFBVDCO4RM94933
Unit #396 2006 American LeFrance Condor VIN:1FVHCFCY66RW10301
Unit #494 2014 Mack LEU613 VIN:1M2AU02C1EM007969
(Larry Hughes)**

Motion by Kirtley, second by Willis to approve the request to surplus the vehicles as listed. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

**(3) Discussion and vote to Approve/Reject awarding bid for a new bucket truck to
Equipment Technology, LLC in the amount of \$118,416.11. (Larry Hughes)**

Motion by Willis, second by McComb to approve awarding bid for a new bucket truck to Equipment Technology, LLC in the amount of \$118,416.11. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:20 P.M.



Sarah Sharp, City Clerk

**Minutes of the Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma April 06, 2015**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:23 P.M.

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

Present: Terry Willis, Jeff Godwin, Will DeMier, Bill Flanagan, Don Purkey, David McComb, Susan Kirtley

Absent: Buddy Robertson, Brian Callender

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Jill Ferenc, Jeri Koehler, Sean Douglas, Tim White, Susy Collins, Daryl Golbek, Scott Rogers, Noelle Hayes

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by DeMier to approve the agenda for the regular City Council meeting of April, 06 2015, as written. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, 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 reported Congressman MarkWayne Mullin is holding a town hall meeting tonight in Claremore. Thomas shared talking points he and Mayor Flanagan will be discussing with Congressman Mullin. Talking points include the number of at grade railroad crossings in Claremore, the amount of trains daily and the projected increase in that amount within the next 10 years by RR executives.

Thomas stated the City cannot absorb the full cost of creating an east-west corridor to deal with the challenges faced as a result of the increase in train traffic. It is going to take a partnership between federal, state, and local agencies to accomplish this. Thomas believes there needs to be a corridor on the north end of town as well as the south end of town.

Mayor Flanagan- We have a 10 year window and we need to be working every day until we get the results we need. This cannot be an annual issue, it has to be a daily issue because once that window closes we will have a real problem.

Councilor Purkey stated there was a study done several years ago regarding a train overpass on the north end of town. That study needs to be looked at.

3rd Quarter Financial Report (Jim Thomas/Susy Collins)

Thomas presented the 3rd Quarter Financial Report to Council for the City and CPWA. Sales Tax and Revenues are in line with projections. Department Heads are living within their means. If expenditures stay on track, there may even be a small surplus at the end of the year.

AMI Project-Larry Hughes reported 95% of electric meters should be installed by the end of the week. The water meters should be completed by the end of the next week. The water meters take more time to change than the electric, which is causing the delay in the water meter installation. The project is expected to go live on May 1st. About 30 citizens have requested to opt out, of those about 75% are self-read meters. Hughes has informed them that once the program is live there will be no self-read meters. Those opting out of the smart meters will have a new meter installed and they will be billed a surcharge to have staff read their meter.

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on March, 16 2015, as printed.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay periods ending March 13, 2015, in the amount of \$434,247.54 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) Approve engagement letter with David Clanin, CPA LLC for audit services for fiscal year ending June 30, 2015. (Jim Thomas/Susy Collins)**

Mayor Flanagan clarified the fees associated with item (d) will be at the same rate as this year.

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

- (2) Discussion and vote to Approve/Reject authorizing Fire Chief and Emergency management Director Sean Douglas or other person designated by Council to sign the Memorandum of Understanding related to the Rogers county Mass Immunization and Prophylaxis (MIPS) Plan on behalf of the City of Claremore. (Sean Douglas)**

Motion by Purkey, second by Flanagan to approve authorizing Fire Chief and Emergency management Director Sean Douglas or other person designated by Council to sign the Memorandum of Understanding related to the Rogers county Mass Immunization and Prophylaxis (MIPS) Plan on behalf of the City of Claremore. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

- (3) Discussion and vote to Approve/Reject Ordinance #2015-____, repealing Ordinance 2015-2 and changing the zoning of the E2 of Lots 3,4,5 & 6, Block 3, Moore's Addition of the City of Claremore, Rogers County, State of Oklahoma, from Residential Single Family High-Intensity (RS-3) to Residential Duplex (RD) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. (Jill Ferenc)**

Ferenc reported that due to a scrivener's error in the original Ordinance, this item is being presented to repeal Ordinance 2015-2 and approving the new Ordinance with the correct legal description.

Motion by DeMier, second by Flanagan to approve Ordinance #2015- 4, repealing Ordinance 2015-2 and changing the zoning of the E2 of Lots 3,4,5 & 6, Block 3, Moore's Addition of the City of Claremore, Rogers County, State of Oklahoma, from Residential Single Family High-Intensity (RS-3) to Residential Duplex (RD) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

- (4) Discussion and vote to Approve/Reject Ordinance #2015-____, changing the zoning of land in the East 165' of the NE/4 of the NW/4 of Section 17, Township 21 North, Range 16 East of the I.B.&M., Rogers County, State of Oklahoma, from Residential Duplex District (RD) to Residential Multi-Family Low Intensity District (RM-0) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. (Jill Ferenc)**

Motion by Willis, second by Godwin to approve Ordinance #2015- 5, changing the zoning of land in the East 165' of the NE/4 of the NW/4 of Section 17, Township 21 North, Range 16 East of the I.B.&M., Rogers County, State of Oklahoma, from Residential Duplex District (RD) to Residential Multi-Family Low Intensity District (RM-0) and directing the appropriate amendment to the zoning map of the City of

Claremore, Oklahoma. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

(5) Discussion and vote to Approve/Reject Ordinance #2015-____, changing the zoning of land in the Easterly 20 feet less the Southerly 50 feet of Lot 4 and Lot 5 less the Southerly 50 feet of Block 157, City of Claremore, Rogers County, State of Oklahoma, from Residential Single-Family High Intensity RS-3) to Residential Duplex District (RD) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. (Jill Ferenc)

Motion by Purkey, second by DeMeir to approve Ordinance #2015- 6 , changing the zoning of land in the Easterly 20 feet less the Southerly 50 feet of Lot 4 and Lot 5 less the Southerly 50 feet of Block 157, City of Claremore, Rogers County, State of Oklahoma, from Residential Single-Family High Intensity RS-3) to Residential Duplex District (RD) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

(6) Discussion and vote to Approve/Reject agreement appointing Anne Marie Elfrink MS,CPA as City Controller/Treasurer. (Jim Thomas/Susy Collins)

Anne Marie Elfrink was present to answer any questions of Council.

Motion by Purkey, second by Kirtley to approve the agreement appointing Anne Marie Elfrink MS,CPA as City Controller/Treasurer, subject to finalization of the contract. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

(7) Discussion and vote to Approve/Reject Ordinance #2015-____, amending Section 53.05 of the City of Claremore Code of Ordinances and establishing amended rates for water service. (Jim Thomas)

Jon Wolff of Municipal Finance Services, Inc. was present to discuss proposed rate changes. Base rate increases were kept to a minimum. A fee structure was added to charge according to meter size for commercial users. This change will impact less than 5% of the customers. Projections were based off a full 12 month cycle. Average residential user will see an increase of \$8.50 is over 5,000 gallons used. Minimal users will see a \$5.50 increase. Commercial customer will increase \$12.50. Increases are projected to produce 1.2 million of the 1.4 million bond payment on the Water Treatment Plant upgrades. The remaining amount will be from efficiencies in operations.

Motion by Godwin, second by Willis to approve Ordinance #2015- 7 , amending Section 53.05 of the City of Claremore Code of Ordinances and establishing amended rates for water service. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

Motion by Godwin, second by Willis for the preservation of health, peace, and safety to approve the emergency clause for Ordinance 2015-7, effective May 01, 2015. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; McComb, yes; and Kirtley, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 7:32 P.M.

A handwritten signature in cursive script that reads "Sarah Sharp". The signature is written in black ink and is positioned above a horizontal line.

Sarah Sharp, City Clerk