

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

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:00 P.M.

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

Present: Terry Willis, Buddy Robertson, Jeff Godwin, Will DeMier, Bill Flanagan, Don Purkey, Susan Kirtley, Scott Savage

Absent: Brian Callender

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Tim White, Susy Collins, Jeri Koehler, Jill Ferenc, Sean Douglas, Dave Brown, Tanya Andrews, Mitch Louderback, Art Andrews, Andy Armstrong, Stanton Harrell

Pledge of Allegiance by all.

Invocation by Matt Bell, President of Jesus Christ of Latter-day Saints

CALL TO THE PUBLIC

Paula Watson 322 E. 15th St. Claremore- Watson stated she is enjoying all the progress of the economic development in Claremore. Watson stated that she is concerned about the condition in and around Fire Station #3 regarding the toxic substance in the ditch and the mold in the building. Watson also expressed concern regarding the closing of the station, as it effects constituents in that area. Watson was saddened that her emails to Council didn't get a reply and reminded Council to not forget who they are representing.

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Robertson that the agenda for the regular council meeting of July 06, 2015, be approved as written. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; and Kirtley, yes. Motion carried.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

None

MAYOR'S REPORT & APPOINTMENTS

- (1) Discussion and vote to fill the vacant Ward I Councilor seat for the remainder of the unexpired term or until the next City election, including (1) review and possible interview of candidates, (2) discussion regarding candidates, (3) vote to appoint a qualified person to fill the vacancy, (4) vote to call for a special election to fill the seat, and/or (5) any other action deemed necessary to fill the vacant seat. (Jim Thomas/Bill Flanagan)**

Council interviewed Ward I applicant Scott Savage.

Mayor Flanagan disclosed that Savage is a partner of his in a business endeavor, therefore he will be abstaining from the vote.

Motion by Kirtley, second by Willis to appoint Scott Savage to the vacant Ward I seat for the remainder of the unexpired term or until the next City election. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, abstain; Purkey, yes; and Kirtley, yes. Motion carried.

- (2) Swearing in of newly appointed Ward I Councilor.**

Savage was sworn in by Municipal Judge Stanton Harrell at 6:08 P.M. and took his seat and the council table.

- (3) Discussion and vote to Approve/Reject the resignation of CIEDA (Claremore Industrial and Economic Development Authority) Trustee Rob Melton, effective June 30, 2015. (Jeri Koehler)**

Motion by Willis, second by DeMier to accept the resignation of CIEDA (Claremore Industrial and Economic Development Authority) Trustee Rob Melton, effective June 30, 2015. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

- (4) Discussion and vote to Approve/Reject the appointment of Brian Green to the CIEDA Board to fill the remaining 2 years of former Trustee Jerry Feese's term. (Jeri Koehler)**

Motion by Purkey, second by Willis to approve the appointment of Brian Green to the CIEDA Board to fill the remaining 2 years of former Trustee Jerry Feese's term. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

- (5) Discussion and vote to Approve/Reject the appointment of Wade Welborn to the CIEDA Board to fill the remaining 2 years of former Trustee Rob Melton's term. (Jeri Koehler)**

Motion by Purkey, second by Kirtley to approve the appointment of Wade Welborn to the CIEDA Board to fill the remaining 2 years of former Trustee Rob Melton's term. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

STAFF REPORTS

City Manager Jim Thomas reported on the following:

- Introduced Assistant City Manager Dave Brown to Council.
- Rep. Mullin will be at the Will Rogers Museum this evening after the meeting.
- FY 2015 is closed and in the black. Thomas is hoping to give Council a more detailed picture within the next 30 days. Finance Department is starting to prepare for the audit.
- IT Director Tim White has been re-doing the City website. It will be rolled out August 1st. Tim will give a presentation on the changes at the August 3rd meeting.
- Fire Station #3-DEQ has given the all clear on the building. Staff is checking into temporarily housing the station at another location until the roof can be repaired and the mold removed. An Industrial Hygienist has inspected the findings and has met with the Firefighters to review his findings. The air is being tested in the building. Fire Chief Sean Douglas stated the staff at Fire Station #3 has been moved to Fire Station #1 temporarily. Douglas is looking into housing Station #3 at another location on the north side of town until they get the building back in order. They may have to shuffle some equipment around. Douglas stated the response times are below 4 minutes, which is well below the national average. Testing on the mold has come back, and the mold levels are ok for them to go in and work on the facility, but not to stay in for extended periods of time.

CURRENT BUSINESS

(6) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on June 15, 2015.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay periods ending June 05, 2015, in the amount of \$462,597.60 and June 19, 2015 in the amount of \$514,460.93 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 the next pay period in the amount of \$500,000. Payroll at \$500,000 amount to include payables.**
- (d) Approval of agreement with Claremore Main Street for the 2015/2016 FY in the amount of \$35,000. (Sarah Sharp)**
- (e) Approval of Sales Tax renewal for the 2015/2016 FY.(Susy Collins)**

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

(7) Discussion and vote to Approve/Reject Property Insurance coverage for fiscal year 2015/2016. (Dave Burrows/Sarah Sharp)

City Manager Thomas disclosed The Chubb was not the lowest bid, but was the best bid, as their premium included flood and earthquake coverage that was not included in the OMAG bid, and their business interruption policy offered better coverage as well.

Motion by Purkey, second by DeMier to approve Property Insurance coverage for fiscal year 2015/2016 with The Chubb in the amount of \$197,378.00. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(8) Discussion and vote to Approve/Reject Resolution #2015-____, requesting assistance from the Oklahoma Department of Commerce for the 2015 CDBG (Community Development Block Grant) Program and authorizing the Mayor to sign all related application documents. (Andy Armstrong/Jill Ferenc)

Motion by DeMier, second by Kirtley to approve Resolution #2015- 6 , requesting assistance from the Oklahoma Department of Commerce for the 2015 CDBG (Community Development Block Grant) Program and authorizing the Mayor to sign all related application documents. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(9) Discussion and vote to Approve/Reject Resolution #2015-____, committing \$90,751 of City funds for the FY 2015 CDBG Program for the replacement of existing sanitary sewer lines. (Andy Armstrong/Jill Ferenc)

Motion by DeMier, second by Robertson to approve Resolution #2015- 7 , committing \$90,751 of City funds for the FY 2015 CDBG Program for the replacement of existing sanitary sewer lines. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(10) Discussion and vote to Approve/Reject exemption from Ordinance 99.05 (A)(5) at Claremore Lake Park on July 16th for the Oklahoma City Managers Conference. (Tanya Andrews)

Motion by Godwin, second by DeMier to approve an exemption from Ordinance 99.05 (A)(5) at Claremore Lake Park on July 16th for the Oklahoma City Managers Conference. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(11) Discussion and vote to Approve/Reject commercial lease for the Department of Public Safety offices located at 2060 S. Hwy. 66 for the FY 2015/2016.(Scott Rogers/Susy Collins)

Motion by DeMier, second by Godwin to approve the commercial lease for the Department of Public Safety offices located at 2060 S. Hwy. 66 for the FY 2015/2016. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

EXECUTIVE SESSION

(1) Approve/Reject going into executive session for the following purpose:

(A) Discussing collective bargaining labor negotiation proceeding concerning the Claremore Police Union, FOP Lodge #112 pursuant to the Oklahoma Statute title 25,Section 307 (b)(2). (Jim Thomas)

(B) Discussing collective bargaining labor negotiation proceeding concerning the Claremore Fire Union, IAFF Local 1077 pursuant to the Oklahoma Statute title 25, Section 307 (b)(2). (Jim Thomas)

Motion by Purkey, second by Willis to approve entering into executive session to discuss items (A) and (B). Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(2) Executive session to discuss above items (A) and (B).

Council entered executive session at 6:56 P.M.

Council exited executive session at 7:22 P.M.

(3) Regular Session.

Motion by Willis, second by Robertson to acknowledge return to regular session. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(4) Statement of executive session minutes.

Statement of executive session minutes by City Attorney Bryan Drummond:

While in executive session, the City Council discussed the collective bargaining labor negotiation proceedings regarding the Claremore Police Union, FOP Lodge #112 and the Claremore Fire Union, IAFF Local 1077 pursuant to the Oklahoma Statute title 25, Section 307 (b)(2). Those present in executive session were council members present, City Manager, City Attorney, Assistant City Manager, and the Fire Chief. No other matters were discussed. No votes were cast and no decisions were made.

ADJOURNMENT

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

Meeting adjourned at 7:23 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, CMC
City Clerk

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

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 7:23 P.M.

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

Present: Terry Willis, Buddy Robertson, Jeff Godwin, Will DeMier, Bill Flanagan, Don Purkey, Susan Kirtley, Scott Savage

Absent: Brian Callender

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Sean Douglas, Mitch Louderback, Dave Brown

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Kirtley that the agenda for the regular CCDA meeting of July 06, 2015, be approved as written. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, 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 June 15, 2015.

(b) All claims as printed.

**(c) Request to solicit bids to replace pool HVAC unit at the REC Center.
(Mitch Louderback)**

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

ADJOURNMENT

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

Meeting adjourned at 7:27 P.M.



Sarah Sharp, CMC
City Clerk

**Minutes of Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma July 06, 2015**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:38 P.M.

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

Present: Terry Willis, Buddy Robertson, Jeff Godwin, Will DeMier, Bill Flanagan, Don Purkey, Susan Kirtley, Scott Savage

Absent: Brian Callender

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Sean Douglas, Mitch Louderback, Dave Brown

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by DeMier that the agenda for the regular CPWA meeting of July 06, 2015, be approved as written. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, 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 Claremore Public Works Authority Regular Meeting on June 15, 2015.

(b) All claims as printed.

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

ADJOURNMENT

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

Meeting adjourned at 7:29 P.M.

A handwritten signature in black ink that reads "Sarah Sharp". The signature is written in a cursive style with a horizontal line extending to the right from the end of the word "Sharp".

Sarah Sharp, CMC
City Clerk