

**Regular Minutes of the Claremore Cultural Development Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma October 19, 2015**

CALL TO ORDER

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

Mayor Bill Flanagan asked Deputy City Clerk Karen Clay to note that members are present/absent as indicated below:

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

Absent: Buddy Robertson

Staff Present: Jim Thomas, Dave Brown, Bryan Drummond, Karen Clay, Susy Collins, Sean Douglas, Jill Ferenc, Tim White, Daryl Golbek, Stan Brown, Jeri Koehler, Joe Kays, Scott Rogers, Jeremy Ledbetter, David Clanin

Pledge of Allegiance by all.

Invocation by Councilman Willis

CALL TO THE PUBLIC

None

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Godwin that the agenda for the regular CCDA meeting of October 19, 2015, be approved as written. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, 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 October 19, 2015 as printed.**
 - (b) All Claims as printed.**

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

ADJOURNMENT

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

Meeting adjourned at 6:03 P.M.

A handwritten signature in cursive script that reads "Sarah Sharp".

Sarah Sharp, CMC
City Clerk

**Regular Minutes of Claremore Public Works Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma October 19, 2015**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:03 P.M.

Mayor Bill Flanagan asked Deputy City Clerk Karen Clay to note that members are present/absent as indicated below:

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

Absent: Buddy Robertson

Staff Present: Jim Thomas, Dave Brown, Bryan Drummond, Karen Clay, Susy Collins, Sean Douglas, Jill Ferenc, Tim White, Daryl Golbek, Stan Brown, Jeri Koehler, Joe Kays, Scott Rogers, Jeremy Ledbetter, David Clanin

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Robertson that the agenda for the regular CPWA meeting of October 19, 2015, be approved as written. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, 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 Public Works Authority Meeting on October 19, 2015, as printed.

(b) All Claims as printed.

(c) Approval of Water Treatment Plant upgrades as follows:

UCI-Utility Contractors, Inc.	\$693,241.60
Garver Engineering	\$73,990.00
Garver Engineering	\$73,040.00

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

ADJOURNMENT

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

Meeting adjourned at 6:06 P.M.

A handwritten signature in cursive script that reads "Sarah Sharp".

Sarah Sharp, CMC
City Clerk

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma October 19, 2015**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:06 P.M.

Mayor Bill Flanagan asked Deputy City Clerk Karen Clay to note that members are present/absent as indicated below:

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

Absent: Buddy Robertson

Staff Present: Jim Thomas, Dave Brown, Bryan Drummond, Karen Clay, Susy Collins, Sean Douglas, Jill Ferenc, Tim White, Daryl Golbek, Stan Brown, Jeri Koehler, Joe Kays, Scott Rogers, Jeremy Ledbetter, David Clanin

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Godwin that the agenda for the regular City Council meeting of October 19, 2015, be approved as written. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

None

MAYOR'S REPORT & APPOINTMENTS

None

STAFF REPORTS

City Manager Report:

The city has officially been notified that effective 1/1/2016, the City will receive a 4% rate increase from GRDA. Administratively it has not been determined if the increase will be absorbed by the City or passed on to the customers. A 5% increase was budgeted for an anticipated. A 4% increase will amount to \$640,000 increase to the City. Staff is still discussing how to proceed internally, will be coming forward with a recommendation soon.

The opt-out fee on the smart meters has been set at \$30 per month service fee. A City employee will be sent out once a month to read the electric and water meters. There are

currently about 55 people interested in the opt-out option. That fee rate will go into effect January 1, 2016.

1st quarter collection in revenue from the electric department was \$9.4 million, and of that, almost \$5 million was paid to GRDA, is a variance of \$4.49 million. Compared to last year, total amount of revenue collected for the same July, August, and September period was \$10.3 million, which was roughly \$900,000 more than what was collected this year. That was also under the old meter system. Of that \$10.3 million collected, \$5.8 million was paid to GRDA. The variance is pretty close. Even though there are people out there saying their bill increase 300%, it is not reflected in the hard numbers. Continue to meet with customers as requested. Staff met with a gentleman today and went back 4 years in billing. We are trying to be proactive and produce facts, but it is still an uphill battle with the chatter on Facebook.

Staff Reports:

Jeremy Ledbetter discussed projects in the Street and Stormwater projects this fiscal year.

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on October 05, 2015.**
- (b) Minutes of the Special Council Meeting on October 12, 2015.**
- (c) All claims as printed.**
- (d) Actual salary claims for pay periods ending October 09, 2015, in the amount of \$445, 532.20 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.**
- (e) Approval to advertise and solicit bids for construction of a trail at Will Rogers Park, adding a loop trail around the perimeter of the park.
(Joe Kays)**

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

- #### **(2) Discussion and possible action to Approve/Reject Ordinance #2015-_____, changing the zoning of land at Lots 7,8,9,10,11, Block 9 of the State Preparatory Addition to the City of Claremore, Rogers County, State of Oklahoma, from Residential Single-Family Medium Intensity District (RS-2) to Residential Duplex District (RD) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma.(Jill Ferenc)**

Motion by Flanagan, second by Purkey to approve Ordinance #2015- 23, changing the zoning of land at Lots 7,8,9,10,11, Block 9 of the State Preparatory Addition to the City of Claremore, Rogers County, State of Oklahoma, from Residential Single-Family Medium Intensity District (RS-2) 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; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(3) Discussion and vote to Approve/Reject Resolution #2015-____, authorizing the Mayor, City Councilmembers and Staff to sign documents related to the City of Claremore's Community Development Block Grant (16434 CDBG 15) for sanitary sewer improvements. (Jill Ferenc/Art Andrews)

Motion by DeMier, second by Kirtley to approve Resolution #2015- 08, authorizing the Mayor, City Councilmembers and Staff to sign documents related to the City of Claremore's Community Development Block Grant (16434 CDBG 15) for sanitary sewer improvements. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(4) Discussion and vote to Approve/Reject City of Claremore Audit for year ending June 30, 2015.(Susy Collins/David Clanin)

Audit presented by Independent Auditor David Clanin, CPA.

Motion by Kirtley, second by Purkey to approve the City of Claremore Audit for year ending June 30, 2015. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

EXECUTIVE SESSION

(1) Proposed executive session for the purpose of confidential communications between the City of Claremore and its attorney concerning the tort claim filed by Shelli Farley, the City having been advised by its attorney that disclosure of communications regarding this matter would seriously impair the ability of the City to process the claim in the public interest, pursuant to OKLA. STAT. tit. 25, § 307(B)(4).

(2) Vote to convene in executive session to discuss above item (1).

Motion by Willis, second by DeMier to convene in executive session to discuss item (1). Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

Council entered into executive session at 7:15 P.M.

Council exited executive session at 7:35 P.M.

(3) Vote to acknowledge return to regular session.

Motion by Willis, second by Callender to acknowledge return to open session. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, 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 Council heard confidential communications between the City of Claremore and its attorney concerning the tort claim filed by Shelli Farley, the City having been advised by its attorney that disclosure of communications regarding this matter would seriously impair the ability of the City to process the claim in the public interest, as authorized by OKLA. STAT. tit. 25, § 307(B)(4). No other matters were discussed and no votes were taken. Those Councilors present at the meeting attended executive session as well as the City Manager Jim Thomas, Assistant City Manager Dave Brown, City Attorney Bryan Drummond, Public Works Director Daryl Golbek, and Fire Chief Sean Douglas.

ADJOURNMENT

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

Meeting adjourned at 7:38 P.M.



Sarah Sharp, CMC
City Clerk