

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma November 16, 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, Buddy Robertson, Will DeMier, Bill Flanagan, Brian Callender, Don Purkey, Susan Kirtley, Scott Savage

Absent: Jeff Godwin

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Susy Collins, Sean Douglas, Tim White, Daryl Golbek, Charlene Lawrence, Johnny Ramsey, Tanya Andrews, Donnie Burgess

Pledge of Allegiance by all.

Invocation by Councilman Willis

CALL TO THE PUBLIC

None

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Robertson that the agenda for the regular CCDA meeting of November 16, 2015, be approved as written. Roll call vote: Willis, yes; Robertson, 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 November 02, 2015 as printed.

(b) All Claims as printed.

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

(2) Discussion and vote to Approve/Reject partnership between Claremore Cultural Development Authority and Rogers County Builders Association, Inc. to plan, develop, market/advertise/promote, and coordinate the 2016 Claremore Home & Garden Show (formerly known as the Home-Garden-Farm & Ranch Show)
(Tanya Andrews)

Motion by Kirtley, second by DeMier to approve the partnership between Claremore Cultural Development Authority and Rogers County Builders Association, Inc. to plan, develop, market/advertise/promote, and coordinate the 2016 Claremore Home & Garden Show (formerly known as the Home-Garden-Farm & Ranch Show). Roll call vote: Willis, yes; Robertson, yes; DeMier, yes; Flanagan, yes; Callender, 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; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

Meeting adjourned at 6:14 P.M.

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

Sarah Sharp, CMC
City Clerk

**Minutes of Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma November 16, 2015**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:14 P.M.

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

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

Absent: Jeff Godwin

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Susy Collins, Sean Douglas, Tim White, Daryl Golbek, Charlene Lawrence, Johnny Ramsey, Tanya Andrews, Donnie Burgess

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Robertson that the agenda for the regular CPWA meeting of November 16, 2015, be approved as written. Roll call vote: Willis, yes; Robertson, 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 November 02, 2015, as printed.**
- (b) All Claims as printed.**
- (c) Approval of Water Treatment Plant upgrades as follows:
UCI- Utility Contractors, Inc. \$370,273.47**

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

ADJOURNMENT

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

Meeting adjourned at 6:16 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 November 16, 2015**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:16 P.M.

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

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

Absent: Jeff Godwin

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Susy Collins, Sean Douglas, Tim White, Daryl Golbek, Charlene Lawrence, Johnny Ramsey, Tanya Andrews, Donnie Burgess

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Kirtley that the agenda for the regular City Council meeting of November 16, 2015, be approved as written. Roll call vote: Willis, yes; Robertson, 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:

Thomas gave a fiscal year to date financial report. Thomas stated the City is hitting all of the revenue projections in all categories. Sales tax is right in line with estimations and department heads are living within their means.

Thomas updated the Council on the Ipads they receive their agendas on; they are first generation and cannot be upgraded. Staff is looking at the cost to replace them.

Staff Reports:

Tanya Andrews reminded everyone that tomorrow night is the final Westbend Block Party of the year. There will be a bonfire to celebrate the RSU Homecoming. Hours have been moved to 5-8 p.m.

Andrews also gave an update on Visit Claremore and a Tourism update.

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

- (a) Minutes of the Regular Council Meeting on November 02, 2015.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay periods ending November 06, 2015, in the amount of \$463, 996.18 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.**

Motion by Willis, second by Robertson to approve the consent items as listed. Roll call vote: Willis, yes; Robertson, 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-____, amending Section 51.12 of Chapter 51 of the Ordinances of the City of Claremore regarding bulk refuse collection. (Donnie Burgess/Daryl Golbek)

Thomas stated that the proposed changes to the Ordinance allow the City Manager to set the price of Bulk and brush fees, by memo to the Council. This allows changes to be made without having to revise the Ordinance.

Motion by DeMier, second by Kirtley to approve Ordinance #2015-26 , amending Section 51.12 of Chapter 51 of the Ordinances of the City of Claremore regarding bulk refuse collection. Roll call vote: Willis, yes; Robertson, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(3) Discussion and vote to Approve/Reject emergency clause pertaining to bulk refuse collection Ordinance changes (Item 2). (Donnie Burgess/Daryl Golbek)

Motion by Purkey, second by DeMier to approve the emergency clause pertaining to bulk refuse collection changes approved in Ordinance #2015-26. Roll call vote: Willis, yes; Robertson, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(4) Discussion only regarding increase in bulk trash and brush pick-up fees approved by City Manager. (Jim Thomas)

Thomas advised Council a copy of the memo on the new bulk and brush fees was included in the agenda packet. The new rates are:

1. Equivalent of up to a full-size pickup truck by volume- \$10-\$30 per collection at the discretion of the Sanitation Supervisor.
2. Any special collection requiring use of a roll off- \$300 per collection with customer loading and \$500 with the City of Claremore loading.
3. Loose brush and limbs:
First one-half hour \$50; with a maximum of \$150
4. Any collection requiring the use of machinery or of a size, determined by the Sanitation Superintendent to be unusually cumbersome to equipment and personnel shall be a cost pre-designated to the customer by the Sanitation Superintendent.

Thomas stated a memo with the new fee schedule will go out to customers in the next utility billing.

(5) Discussion and vote to Approve/Reject Ordinance #2015-_____, adding a new section 71.018A to Chapter 71 of the Ordinances of the City of Claremore, Oklahoma, regarding texting while driving. (Stan Brown)

City Attorney Bryan Drummond stated a new state law went into effect November 1st regarding the next two agenda items. The proposed changes mirror state law. Drummond stated these are a matter of public safety, therefore the emergency clause is warranted on both items.

Motion by Callender, second by Willis to approve Ordinance #2015- 27 , adding a new section 71.018A to Chapter 71 of the Ordinances of the City of Claremore, Oklahoma, regarding texting while driving. Roll call vote: Willis, yes; Robertson, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(6) Discussion and vote to Approve/Reject emergency clause relating to texting while driving Ordinance changes (Item 5). (Stan Brown)

Motion by Kirtley, second by DeMier to approve the emergency clause relating to texting while driving changes approved in Ordinance #2015-27. Roll call vote: Willis, yes; Robertson, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(7) Discussion and vote to Approve/Reject Ordinance #2015-_____, amending section 70.14 of Chapter 70 of the Ordinances of the City of Claremore regarding child passenger restraints. (Stan Brown)

Motion by Purkey, second by Robertson to approve Ordinance #2015- 28 , amending section 70.14 of Chapter 70 of the Ordinances of the City of Claremore regarding child passenger restraints. Roll call vote: Willis, yes; Robertson, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(8) Discussion and vote to Approve/Reject emergency clause relating to child passenger restraint Ordinance changes (Item 7). (Stan Brown)

Motion by Purkey, second by DeMier to approve the emergency clause relating to child passenger restraint changes approved in Ordinance #2015-28. Roll call vote: Willis, yes; Robertson, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(9) Discussion and vote to Approve/Reject Sales Tax Agreement between the City of Claremore and the Oklahoma Tax Commission. (Susy Collins)

Motion by DeMier, second by Callender to approve the Sales Tax Agreement between the City of Claremore and the Oklahoma Tax Commission. Roll call vote: Willis, yes; Robertson, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(10) Discussion and vote to Approve/Reject Ordinance #2015-_____, amending or adding Section 55.03 Discharge Requirements; Section 55.05 Pavement Wash Waters; Section 55.05(A) Prohibition of Illicit Connections; Section 55.06 Construction Activities; Section 55.06(A) Post- Construction Stormwater Impacts; Minimization Regulations and Requirements; Compliance Procedures; Section 55.07(A) Request for Variance; Section 55.07(B) Monitoring of Discharges; Chapter 52 of Title V of the Ordinances of the City of Claremore Regarding Sewers (Stormwater Discharges). (Charlene Lawrence)

Motion by DeMier, second by Willis to approve Ordinance #2015- 29 , amending or adding Section 55.03 Discharge Requirements; Section 55.05 Pavement Wash Waters; Section 55.05(A) Prohibition of Illicit Connections; Section 55.06 Construction Activities; Section 55.06(A) Post- Construction Stormwater Impacts; Minimization Regulations and Requirements; Compliance Procedures; Section 55.07(A) Request for Variance; Section 55.07(B) Monitoring of Discharges; Chapter 52 of Title V of the Ordinances of the City of Claremore Regarding Sewers (Stormwater Discharges). Roll call vote: Willis, yes; Robertson, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(11) Discussion and vote to Approve/Reject emergency clause relating to Stormwater Discharges (Item 10). (Charlene Lawrence)

Motion by DeMier, second by Robertson to approve the emergency clause relating to Stormwater Discharges changes approved in Ordinance #2015-29. Roll call vote: Willis, yes; Robertson, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 7:13 P.M.

A handwritten signature in black ink that reads "Sarah Sharp". The signature is written in a cursive, flowing style.

Sarah Sharp, CMC
City Clerk