

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma January 19, 2016**

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

Absent: Terry Willis, Jeff Godwin

Staff Present: Jim Thomas, Bryan Drummond, Dave Brown, Sarah Sharp, Sean Douglas, Stan Brown, Tim White, Johnny Ramsey, Jeremy Ledbetter, Daryl Golbek, Kevin Bledsoe, Charles Downum, Chris Cochran, Jeri Koehler, Jill Ferenc, Steve Cox, Don Thirion, Jeremy Snyder, Kendal Bradshaw, Stephen Campbell, Josh Irby, Zach Sherman

Pledge of Allegiance by all.

Invocation by Councilman Purkey.

CALL TO THE PUBLIC

Van Robinson 3100 Calloway Dr. Claremore- Mr. Robinson discussed sewer overflow issues in the Turnberry Addition.

Stephen Stiles 905 W. 9th St. S- signed up to speak at Call to the Public regarding Council item #7, but stated his questions were answered during the discussion.

Kathy Bickford 903 W. 9th St. S- the error regarding the right-of-way easement has cost her the sale of her house. Bickford encouraged Council to do the right thing so that the issue can be resolved once and for all and not hinder current or future property owners.

ACCEPTANCE OF THE AGENDA

Motion by Robertson, second by DeMier that the agenda for the regular CCDA meeting of January 19, 2016, be approved as written. Roll call vote: 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 January 04, 2016 as printed.**
- (b) All Claims as printed.**

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

ADJOURNMENT

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

Meeting adjourned at 6:04 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 January 19, 2016**

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

Absent: Terry Willis, Jeff Godwin

Staff Present: Jim Thomas, Bryan Drummond, Dave Brown, Sarah Sharp, Sean Douglas, Stan Brown, Tim White, Johnny Ramsey, Jeremy Ledbetter, Daryl Golbek, Kevin Bledsoe, Charles Downum, Chris Cochran, Jeri Koehler, Jill Ferenc, Steve Cox, Don Thirion, Jeremy Snyder, Kendal Bradshaw, Stephen Campbell, Josh Irby, Zach Sherman

ACCEPTANCE OF THE AGENDA

Motion by Callender, second by Robertson that the agenda for the regular CPWA meeting of January 19, 2016, be approved as written. Roll call vote: 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 January 04, 2016, as printed.**
- (b) All Claims as printed.**
- (c) Approve request to advertise for bid on the Heritage Hills Lift Station Rehabilitation project. (Jeremy Ledbetter)**

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

(2) Request approval for Flow Monitoring Contract with the RJN Group.
(Jeremy Ledbetter)

Thomas Prag from the RJN Group gave a presentation.

Motion by Savage, second by Robertson to approve the Flow Monitoring Contract with the RJN Group. Roll call vote: Robertson, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 7:03 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

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma January 19, 2016**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 7:03 P.M.

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

Present: Terry Willis (arrived at 7:10 P.M.), Buddy Robertson, Will DeMier, Bill Flanagan, Brian Callender, Don Purkey, Susan Kirtley, Scott Savage

Absent: Jeff Godwin

Staff Present: Jim Thomas, Bryan Drummond, Dave Brown, Sarah Sharp, Sean Douglas, Stan Brown, Tim White, Johnny Ramsey, Jeremy Ledbetter, Daryl Golbek, Kevin Bledsoe, Charles Downum, Chris Cochran, Jeri Koehler, Jill Ferenc, Steve Cox, Don Thirion, Jeremy Snyder, Kendal Bradshaw, Stephen Campbell, Josh Irby, Zach Sherman

ACCEPTANCE OF THE AGENDA

Motion by Callender, second by Kirtley that the agenda for the regular City Council meeting of January 19, 2016, be approved as written. Roll call vote: 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

Police Chief Stan Brown presented certificates of appreciation to Lt. Steve Cox, Officer Jeremy Snyder, Officer Don Thirion, Officer Kendal Bradshaw, Fireman Stephen Campbell, Fireman Josh Irby, Fireman Zack Sherman, and Pafford EMS personnel Tabitha Nelson and Zachary Morgan for their heroic efforts in saving the life of a spectator who had a major heart attack during the Christmas Parade.

Chief Brown also acknowledged Daniel and Kiera Cowan for doing the right thing. The siblings found a wallet in Walmart before Christmas. The wallet contained \$700, and the Cowans took it to their mother to call the Police so the wallet and its contents could be returned to the owner.

MAYOR'S REPORT & APPOINTMENTS

- (1) Discussion and vote to Approve/Reject appointing Jill Ferenc and Dave Brown as City of Claremore representatives to the Grand Gateway Board of Directors for a one year term, beginning February 1, 2016. (Bill Flanagan/Jim Thomas)**

Motion by Purkey, second by Kirtley to approve the appointment of Jill Ferenc and Dave Brown as City of Claremore representatives to the Grand Gateway Board of Directors for a one year term, beginning February 1, 2016. Roll call vote: Willis, yes; Robertson, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

STAFF REPORTS

- (2) Vehicle Maintenance Shop year to date presentation (Dave Brown)**

Brown reported the City has saved 36% annually, including all personnel costs by bringing the vehicle maintenance back in-house. There are currently 330 vehicles in the Fleet being serviced. Staff has been pleased with the level of service and turnaround time by having the maintenance in house instead of contracted out.

Jeri Koehler, CIEDA Executive Director presented the 2015 Annual Report for CIEDA, which highlighted the activities and accomplishments of the organization for 2015.

CITY MANAGER REPORT

- (3) Presentation and discussion regarding the Transportation Legacy Plan.**

City Manager Jim Thomas presented the Transportation Legacy Plan. The plan details improvements to Southaven/Highway 20, Country Club, railway quiet zone from King Road to Lowry Road, and future access roads along S. Highway 66.

Thomas also gave Council a handout showing the 6 month budget comparison for utility revenues. The GRDA increase did go into effect in January. There has been internal discussions, and staff will bring a recommendation before Council, but as of right now the increase has not hit any customer utility bills.

CURRENT BUSINESS

- (4) Approve/Reject the following consent items:**
- (a) Minutes of the Regular Council Meeting on January 04, 2016.**
 - (b) All claims as printed.**
 - (c) Actual salary claims for pay periods ending December 31, 2015, in the amount of \$454,536.40 and January 15, 2016 in the amount of \$467,681.92 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 acceptance of street and utility easements along E. 16th Street and within the Lessley Properties LLC lot split. (Jill Ferenc)**

Motion by Callender, second by Kirtley 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.

- (5) Discussion and vote to Approve/ Reject award of bid and approve execution of contract documents for the Sanitary Sewer Rehabilitation Project No. 16080 CDBG 2014 & 16434 CDBG 2015 to the low bidder, T-G Excavating, Inc. at Base Bid of \$253,972, with Add Alternate #1 at \$15,960, Add Alternate #2 at \$22,156, and Add Alternate #3 at \$6,800 for a total of \$298,888. (Jill Ferenc)**

Motion by Purkey, second by DeMier to approve the execution of contract documents for the Sanitary Sewer Rehabilitation Project No. 16080 CDBG 2014 & 16434 CDBG 2015 to the low bidder, T-G Excavating, Inc. at Base Bid of \$253,972, with Add Alternate #1 at \$15,960, Add Alternate #2 at \$22,156, and Add Alternate #3 at \$6,800 for a total of \$298,888. 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 Ordinance #2016-____, changing the zoning of land on part of Section 8, Township 21 North, Range 16 East of the I.B. & M., City of Claremore, Rogers County, State of Oklahoma, from Residential Single-Family High Intensity District (RS-3) to Residential Multi-Family High Intensity District (RM-3) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. (Jill Ferenc)**

Ferenc stated there were two individuals that voiced concerns during the Planning Commission Meeting regarding increased traffic in the area. They stated they would like to see a traffic light installed at Blue Starr Dr. and Moore Ave. Ferenc will route this request through the Traffic Safety Committee.

Motion by Purkey, second by Willis to approve Ordinance #2016- __1__, changing the zoning of land on part of Section 8, Township 21 North, Range 16 East of the I.B. & M., City of Claremore, Rogers County, State of Oklahoma, from Residential Single-Family High Intensity District (RS-3) to Residential Multi-Family High Intensity District (RM-3) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. Roll call vote: Willis, yes; Robertson, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

- (7) Discussion only: Discussing closing a portion of W. 9th St. S. right-of-way and the adjoining utility easement between Lots 1 and 2 of Block 1 and Lots 3 and 4 of Block 4 Sky View Addition. (Jill Ferenc)**

Ferenc stated there was an error in the building of the houses, which left them encroaching on the right-of-way. The Ordinance will be placed on the 2/1/16 agenda for approval or denial. There are no City utilities located in the right-of-way. Approval of the Ordinance will clear up the land titles for the property owners. The property owners will then have to take the issue to District Court for a friendly suit to permanently close the right-of-way easement.

Stephen Stiles 905 W. 9th St. S. – signed up to speak at Call to the Public, but stated his questions were answered during the discussion.

Kathy Bickford 903 W. 9th St. S.- the error regarding the right-of-way easement has cost her the sale of her house. Bickford encouraged Council to do the right thing so that the issue can be resolved once and for all and not hinder current or future property owners.

ADJOURNMENT

Motion by DeMier, 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 8:03 P.M.

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

Sarah Sharp, CMC
City Clerk