

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma February 01, 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: Terry Willis, Buddy Robertson, Jeff Godwin, Will DeMier, Bill Flanagan, Brian Callender, Don Purkey, Susan Kirtley, Scott Savage

Absent: None

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Sean Douglas, Stan Brown, Johnny Ramsey, Chris Cochran, Jeri Koehler, Jill Ferenc, Larry Hughes, Susy Collins, Jean Hurst

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 February 01, 2016, be approved as written. Roll call vote: Willis, yes; Robertson, 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 January 19, 2016 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; Robertson, yes; Godwin, 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; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

Meeting adjourned at 6:08 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 February 01, 2016**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:08 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, Jeff Godwin, Will DeMier, Bill Flanagan, Brian Callender, Don Purkey, Susan Kirtley, Scott Savage

Absent: None

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Sean Douglas, Stan Brown, Johnny Ramsey, Chris Cochran, Jeri Koehler, Jill Ferenc, Larry Hughes, Susy Collins, Jean Hurst

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Godwin that the agenda for the regular CPWA meeting of February 01, 2016, be approved as written. Roll call vote: Willis, yes; Robertson, 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 January 19, 2016, as printed.

(b) All Claims as printed.

**(c) Approve Water Treatment Plant improvements as follows:
Garver Engineering-Inv. #15078300-5 \$73,040.00**

In regards to item (c), CM Thomas stated the project is on schedule and within budget. There will be a scheduled water shut off for a controlled area on Thursday night from 10 P.M.-6 A.M. to tie in a water line at the Water Plant. Notification will be sent out to the affected residents through the Blackboard nonfiction on Thursday.

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

Meeting adjourned at 6:12 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 February 01, 2016**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:12 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, Jeff Godwin, Will DeMier, Bill Flanagan, Brian Callender, Don Purkey, Susan Kirtley, Scott Savage

Absent: None

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Sean Douglas, Stan Brown, Johnny Ramsey, Chris Cochran, Jeri Koehler, Jill Ferenc, Larry Hughes, Susy Collins, Jean Hurst

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by DeMier that the agenda for the regular City Council meeting of February 01, 2016, be approved as written. Roll call vote: Willis, yes; Robertson, 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

Police Chief Stan Brown presented a certificate of appreciation to former Claremore Police Chief and former Rogers County Sheriff Dewey "Buck" Johnston for his service and dedication to the Claremore Community, as well as Rogers County. Johnson served as Claremore Police Chief from 1963-1979 and as Rogers County Sheriff from 1985-1997. The proclamation also recognized his wife Gwen Johnson as well, as they have been a great team for many years.

MAYOR'S REPORT & APPOINTMENTS

None

STAFF REPORTS

(1) Proclamation of gratitude and appreciation to the City of Claremore and Claremore Electric for their mutual aid to Kingfisher during electrical outages caused by winter storms.

Assistant Public Works Director Larry Hughes stated the City has received a Proclamation from the City of Kingfisher for mutual aid that was dispatched during winter storms in their area. Since Claremore is a member of MESO, any community can call on another when they are in need of aid. Towns are invoiced for payroll, equipment, and expenses. Claremore Electric sent 4 guys to Kingfisher for 5 days to get electric service reestablished to their community. This is the second time this year that Claremore Electric has offered mutual aid. Claremore crews were noted for outworking the other crews there. Hughes stated he has a great group of guys and he is very proud of them and their work ethic.

CITY MANAGER REPORT

CM Thomas reminded Council that next Monday is Claremore Day at the State Capitol. There will be a delegation from Claremore going to represent the many facets of Claremore. This will be great exposure for our City.

CIEDA Executive Director Jeri Koehler informed Council that a deal was announced today regarding the Elms Motel. They have been working with a developer for over a year on this project. There is a 90 day inspection period, and the current residents have been given notice. The conceptual plan is currently for a strip center and a restaurant.

CURRENT BUSINESS

(2) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on January 19, 2016.**
- (b) Minutes of the Special Council Meeting on January 20, 2016.**
- (c) All claims as printed.**
- (d) Actual salary claims for pay periods ending January 29, 2016 in the amount of \$441,401.97 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 Kirtley, second by Willis to approve the consent items as listed. Roll call vote: Willis, yes; Robertson, 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 continuation of the E911 fee at the current rate (5% of Tariff Rate). (Stan Brown)

Police Chief Brown reviewed with Council the last 3 years of E911 collections. At this time Brown recommends the fee remain the same. There has been a decrease in collections because more and more people are moving away from landlines. Brown did inform the Council there is a House Bill 3126 that will improve 911 funding, and will

allow the State to oversee the collection and distribution of funds. The funds will also be distributed by population instead of point of sale, which will be beneficial to Claremore. The proposed HB3126 will apply to cell phones and will increase the fee from .50 a line to .75. This is the first time the State has raised the fee in 20 years.

Motion by Purkey, second by Willis to approve the continuation of the E911 fee at the current rate (5% of Tariff Rate). Roll call vote: Willis, yes; Robertson, 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 Ordinance #2016-____, amending Section 92.32 of Chapter 92 of the Ordinances of the City of Claremore regarding Commercial Animal Establishments. (Jean Hurst)

Motion by Callender, second by Godwin to approve Ordinance #2016-2, amending Section 92.32 of Chapter 92 of the Ordinances of the City of Claremore regarding Commercial Animal Establishments. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(5) Discussion and vote to Approve/Reject the purchase of a Chevrolet C1500 Crew Cab from Hudiburg in the amount of \$32,195.00, under Oklahoma Statewide Contract #SW035. (Sean Douglas)

Douglas explained this is at State Bid Pricing, and the package selected was to allow for bucket seats and a console so that the radios and computer can be mounted in the vehicle. There will not be leather seats or upgrades of that nature.

Motion by Willis, second by Callender to approve the purchase of a Chevrolet C1500 Crew Cab from Hudiburg in the amount of \$32,195.00, under Oklahoma Statewide Contract #SW035, contingent upon Douglas inquiring if a more inexpensive package can be purchased that will allow for the bucket seats and console. Roll call vote: Willis, yes; Robertson, yes; Godwin, 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-____, closing that portion of West 9th Street South Right-Of-Way being the Northerly 21.5 feet and the Southerly 21.5 feet between said East half of Block 1 and 4 of Sky View Addition and the Utility Easement lying along the Southerly 10 feet of Lots 1 and 2 of Block 1 and the Northerly 10 feet of Lots 3 and 4 of Block 4 of Sky View Addition of the City of Claremore, Rogers County, Oklahoma. (Jill Ferenc)

Motion by DeMier, second by Savage to approve Ordinance #2016-3, closing that portion of West 9th Street South Right-Of-Way being the Northerly 21.5 feet and the Southerly 21.5 feet between said East half of Block 1 and 4 of Sky View Addition and the Utility Easement lying along the Southerly 10 feet of Lots 1 and 2 of Block 1 and the

Northerly 10 feet of Lots 3 and 4 of Block 4 of Sky View Addition of the City of Claremore, Rogers County, Oklahoma. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(7) Discussion and vote to Approve/Reject request for a waiver of the platting requirement for property located at the Southwest corner of Chamber Ave. and Cedar Street. (Jill Ferenc)

City Planner Jill Ferenc noted the item was approved by the Planning Commission, with the following contingencies:

Dedication of 10ft. Right-of-Way on Chambers

Dedication of 10 ft. Utility Easement on Cedar

Installation of a Sidewalk

Developer will extend the sewer main, paying for the cost of materials and the City will install. (about 250 ft.)

Motion by Savage, second by Kirtley to approve a request for a waiver of the platting requirement for property located at the Southwest corner of Chamber Ave. and Cedar Street, with the contingencies discussed. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, no; Purkey, no; Kirtley, yes; and Savage, yes. Motion carried.

(8) Discussion and vote to Approve/Reject Ordinance #2016-____, changing the zoning of land located on a portion 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 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 Savage, second by DeMeir to approve Ordinance #2016-4, changing the zoning of land located on a portion 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 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; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, no; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(9) Discussion and vote to Approve/Reject award the contract for the Taxilane and Apron Improvements at Claremore Regional Airport to Paragon Contractors in the amount of \$423465.00. (Jeri Koehler)

This project is primarily funded through a grant. The City will only be responsible for 5% of the project costs. This will also open up access for 8 new hangers.

Motion by DeMier, second by Willis to approve to award the contract for the Taxilane and Apron Improvements at Claremore Regional Airport to Paragon Contractors in the amount of \$423465.00. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:52 P.M.

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

Sarah Sharp, CMC
City Clerk