

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma February 15, 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, Jeff Godwin, Will DeMier, Bill Flanagan, Brian Callender, Don Purkey, Susan Kirtley, Scott Savage

Absent: Terry Willis

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Sean Douglas, Stan Brown, Johnny Ramsey, Jeri Koehler, Larry Hughes, Susy Collins, Daryl Golbek, Suzan Maloy, Dave Brown, Tanya Andrews, Tim White

Pledge of Allegiance by all.

Invocation by Councilman Purkey.

CALL TO THE PUBLIC

None

ACCEPTANCE OF THE AGENDA

Motion by Robertson, second by Godwin that the agenda for the regular CCDA meeting of February 15, 2016, be approved as written. Roll call vote: 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 February 01, 2016 as printed.**
 - (b) All Claims as printed.**

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

(2) Discussion and vote to Approve/Reject award of bid to Advance Electrical Services, Inc. for outdoor lighting for perimeter of the Expo building , in the amount of \$18,000.00. (Tanya Andrews)

Replacing 81 fixtures that are 16 years old and updating them with LED Lighting. This will increase efficiency, reduce electric costs, and create better lighting. The bid includes materials and labor and is warranted for 5 years. The project was budgeted for as a capitol improvement project.

Motion by DeMier, second by Kirtley to approve award of bid to Advance Electrical Services, Inc. for outdoor lighting for perimeter of the Expo building , in the amount of \$18,000.00. Roll call vote: Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:11 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 February 15, 2016**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:11 P.M.

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

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

Absent: Terry Willis

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Sean Douglas, Stan Brown, Johnny Ramsey, Jeri Koehler, Larry Hughes, Susy Collins, Daryl Golbek, Suzan Maloy, Dave Brown, Tanya Andrews, Tim White

ACCEPTANCE OF THE AGENDA

Motion by Kirtley, second by Savage that the agenda for the regular CPWA meeting of February 15, 2016, be approved as written. Roll call vote: 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 Claremore Public Works Authority Regular Meeting on February 01, 2016.

(b) All claims as printed.

**(c) Approve Water Treatment Plant improvements as follows:
UCI-Utility Contractors, Inc. #5 \$516,909.91**

In regards to item (c), City Manager Thomas reported that the Water Treatment Plant project is on schedule. Finance has reviewed the billing. Susy Collins provided a schedule of payments that have been made so far. Thomas stated Garver (Engineering Firm) has a person assigned to the site to oversee the construction. There are monthly meetings between the City, Garver, and the Contractor. Councilor Godwin stated he would like to see an executive summary from Garver showing the major timeline and events to better monitor the contract and the progress of the project.

Motion by Savage, second by Kirtley to approve the consent items as listed. Roll call vote: Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, 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 the purchase of land to extend and improve Country Club Rd., pursuant to the Oklahoma Statute Title 25,Section 307 (B)(3).
(Jim Thomas)**

Motion by Godwin, second by Callender to approve entering into executive session to discuss the purchase of land to extend and improve Country Club Rd., pursuant to the Oklahoma Statute Title 25,Section 307 (B)(3). Roll call vote: Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(2) Executive session to discuss above item (A).

CPWA Trustees entered into executive session at 6:19 P.M.

CPWA Trustees exited executive session at 6:44 P.M.

(3) Regular Session.

Motion by Callender, second by Savage to acknowledge return to open session. Roll call vote: Robertson, 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:

The CPWA trustees approved entering into executive session for the purposes of discussing the purchase of land to extend and improve Country Club Rd., pursuant to the Oklahoma Statute Title 25,Section 307 (B)(3). All trustee members present at the meeting were present in executive session, along with City Manager Jim Thomas, Assistant City Manager Dave Brown, City Attorney Bryan Drummond, Public Works Director Daryl Golbek, and Counsel John Howland. No other matters were discussed and no votes were taken.

(5) Discussion and vote to Approve/Reject the purchase of land, and authorize the City Manager to execute all documents necessary to complete the purchase consistent with the discussion in executive session.

Motion by Kirtley, second by Callender to approve the purchase of land and authorize the City Manager to execute all documents necessary to complete the purchase consistent with the discussion in executive session. . Roll call vote: Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:47 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 February 15, 2016**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:47 P.M.

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

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

Absent: Terry Willis

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Sean Douglas, Stan Brown, Johnny Ramsey, Jeri Koehler, Larry Hughes, Susy Collins, Daryl Golbek, Suzan Maloy, Dave Brown, Tanya Andrews, Tim White

ACCEPTANCE OF THE AGENDA

Motion by DeMeir, second by Robertson that the agenda for the regular City Council meeting of February 15, 2016, be approved as written. Roll call vote: 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

None

MAYOR'S REPORT & APPOINTMENTS

None

STAFF REPORTS

**(1) Presentation and discussion regarding Electric Line Clearance efforts.
(Dave Brown)**

Assistant Public Works Director Larry Hughes presented the Council with the year to date accomplishments of the electric line clearance crew. 6.68 mile have been trimmed and clear cut. Over 2,019 trees have been removed (over 4 inches in diameter or greater) and \$117,408 year to date in savings compared to what previous out-sourced contract would have cost. Hughes stated having the work done by the designate staff is saving money, providing long term solutions, offers the City more flexibility, and better customer service. 2 members of the staff are now certified arborists.

Police Chief Stan Brown extended an invitation from Tim and Patti Rich, owners of the local McDonalds on Highway 66 to attend Coffee with Cops Saturday morning at their location from 8-10 A.M. There will be DNA kits for the first 100 kids and identity theft kits provided.

CITY MANAGER REPORT

CM Thomas informed Council that he and the Mayor have received a phone call from Rep. Mark Lepak and Senator Marty Quinn regarding possible further extension of Highway 20 that would ultimately connect to Interstate 44. Thomas stated he is confident it will be a great plus for Claremore. The project is still being discuss, so timeline has been released or confirmed yet. Thomas wanted to clarify this addition will not slow down the King Road area overpass. The extension will just be a new phase, depending on when the money is appropriated.

CURRENT BUSINESS

(2) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on February 01, 2016.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay periods ending February 12, 2016 in the amount of \$438,785.98 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 Quarterly 911 Report and Monthly Police Activity Report.
(Stan Brown)**

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

(3) Discussion only: Discussion of annual statistics and 5 year comparison of crimes. (Stan Brown)

Police Chief Stan Brown reported there has been a decrease in crimes over the past 5 years, and assured the staff will do what is necessary to maintain that decrease. In the future there will be the ability to review Part 1 and Part 2 crimes. With a change in the reporting crimes requirements, it may appear that crimes are increasing, but may not be the case. Now only the major crime is reported. New reporting will require all crimes are reported. Anticipates new reporting to be fully up and running within the next 3-5 months. Drugs are a Part 2 crime and are not included in the figures presented.

(4) Discussion and vote to Approve/Reject the purchase of two (2) Chevrolet 2WD Tahoes with Police Package and equipping said vehicles, in the total amount of \$85,128.00. (Stan Brown)

Motion by DeMier, second by Kirtley to approve the purchase of two (2) Chevrolet 2WD Tahoes with Police Package and equipping said vehicles, in the total amount of \$85,128.00. Roll call vote: 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 Ordinance #2016-____, authorizing the lease of the site of the former City landfill for the purpose of grazing cattle. (Jim Thomas)

Motion by Purkey, second by Robertson to approve Ordinance #2016-5, authorizing the lease of the site of the former City landfill for the purpose of grazing cattle. Roll call vote: 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 lease agreement regarding the site of the former City landfill for the purpose of grazing cattle. (Jim Thomas)

Motion by DeMier, second by Callender to approve the lease agreement regarding the site of the former City landfill for the purpose of grazing cattle. Roll call vote: 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 contribution to the Claremore Airshow in the amount of \$15,000.00. (Jeri Koehler)

CIEDA Director Jeri Koehler reported the airshow will take place June 11th from 11:30-3:30, and will be presented in conjunction with the Convention and Visitors Bureau. This will be the first airshow in about 10 years to be held at the airport. It will be a general aviation airshow. There is a promotion company that will be contracted with to line up the talent, they will carry the liability insurance, etc. CIEDA has contributed \$15,000 and is asking the City to do the same. This will be a free event to the public. CVB has put down the deposit, and will provide accommodations for the talent. They will also provide tables and chairs from the Expo so that they will not have to be rented. Sponsorships are still being sought.

Motion by Flanagan, second by Robertson to approve the contribution to the Claremore Airshow in the amount of \$15,000.00, subject to City Attorney review. Roll call vote: Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

**(8) Discussion and vote to Approve/Reject the first amendment to the lease agreement between the City of Claremore and Main Street Tavern LLC.
(Jeri Koehler)**

When the original contract was signed in the Spring, it was signed as Jason Scarpa dba Main Street Tavern LLC. Scarpa has requested to change that to Main Street Tavern LLC. The proposed changes would assign the lease from Scarpa himself to the LLC. Scarpa has provided proof that he is 100% owner of the LLC. According to the amendment, if Scarpa's interest or ownership in the LLC drops below 51%, the City must be notified.

Motion by DeMier, second by Savage to approve the first amendment to the lease agreement between the City of Claremore and Main Street Tavern LLC. Roll call vote: Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, no; Callender, yes; Purkey, no; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 7:50 P.M.



Sarah Sharp, CMC
City Clerk