

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma December 18, 2017**

**CALL TO ORDER**

Meeting called to order by Mayor Flanagan at 6:01 P.M.

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

**Present:** Ken Hays, Jeff Godwin, Will DeMier, Bill Flanagan,  
Justin Michael, Susan Kirtley, Scott Savage

**Absent:** Terry Willis, Brian Callender

**Staff Present:** Jim Thomas, Jonah Humes, Bryan Drummond,  
Sarah Sharp, Dale Williams, Daryl Golbek, Garrett Ball,  
Suzan Maloy, Tim White, Jill Ferenc, Ty Burnett

Pledge of Allegiance by all.

**Invocation by: Michael Holman, Life Changer Church**

**Call to the Public**

**Those Speaking:**

**Ron Burrows-County Commissioner**

Burrows updated on the Southaven Project removing bridge structure. Construction began Saturday with 60 loads of dirt hauled out. The Project will be finished before school is back in session. As of this evening they have finished excavation and have brought in the shale. The crane will be there on Wednesday and they will set the boxes.

**Donna Williams-14200 S. 4180 Rd.**

Williams shared her thoughts about the Transfer Station of which she is glad it has been reduced to 22 acres. She wants to work with the City forming a watch committee and by working with DEQ. She does not see the saving the City has projected and would love if the City had a committee and included the residents.

**Camille Talley-14980 S. 4180 Rd.**

Talley expressed that she would like information quicker than the Council meetings. She doesn't want to feel like they are left in the dark when they could be active participants in the process.

**Jill Green-14622 E. 460 Rd.**

Green is opposed to the Transfer Station because she feels it will lower property values and is also concerned about the order this will cause in the area. She also feels this is horrible for the children at the school.

**Presentations:**

Rodeo Committee received a Proclamation read by City Manager Jim Thomas. David Petty, Linda Caffey, Bob Morton, and Bill Ogden were in attendance.

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by Savage that the agenda for the regular CCDA meeting of December 18, 2017 be approved as written. Roll call vote: Hays, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Michael, 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 December 05, 2017 as printed.**
- (b) All Claims as printed.**

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

**ADJOURNMENT**

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

Meeting adjourned at 6:19 P.M.



Sarah Sharp  
City Clerk

**Minutes of Claremore Public Works Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma December 18, 2017**

**CALL TO ORDER**

Meeting called to order by Mayor Flanagan at 6:42 P.M.

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

**Present:** Ken Hays, Jeff Godwin, Will DeMier, Bill Flanagan,  
Justin Michael, Susan Kirtley, Scott Savage

**Absent:** Terry Willis, Brian Callender

**Staff Present:** Jim Thomas, Jonah Humes, Bryan Drummond,  
Sarah Sharp, Dale Williams, Daryl Golbek, Garrett Ball,  
Suzan Maloy, Tim White, Jill Ferenc, Ty Burnett

**ACCEPTANCE OF THE AGENDA**

Motion by Kirtley, Second by Michael that the agenda for the regular CPWA meeting of December 18, 2017 be approved as written. Roll call vote: Hays, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Michael, 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  
December 05, 2017.**

**(b) All claims as printed.**

**(c) UCI-Application #26     \$164,286.28**

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

**(2) Discussion and vote to Approve/reject to advertise and request Proposals for design services for new Solid Waste Transfer Station. (Garrett Ball)**

Ball informed the Council that included in the Proposal would be some architectural services that are required because of the size of the facility, which is also required by the State. The firm would be responsible for some of the planning in accordance to the City standards. They are hoping to get a firm with extensive Transfer Station design experience. Also included would be mechanical, electrical and structural. Some of the planning will be on site while working alongside the County. The estimate for the design fees are about \$100,000.00. If a firm is selected by the end of January we are hoping to have the permit by mid-April. Godwin suggested that they get some sort of public outreach in place. DeMier asked if it was for sure self-contained and enclosed and Ball confirmed that. Thomas stated that he would continue to work with the residents to keep them in the loop and maintain a good line of communication.

Motion by Godwin, second by Hays to approve to advertise and request proposal for design services for new Solid Waste Transfer Station. Roll call vote: Willis, absent; Hays, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, absent; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

**ADJOURNMENT**

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

Meeting adjourned at 6:53 P.M.



Sarah Sharp  
City Clerk

**Minutes of Claremore City Council Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma December 18, 2017**

**CALL TO ORDER**

Meeting called to order Mayor Flanagan at 6:19 P.M.

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

**Present:** Ken Hays, Jeff Godwin, Will DeMier, Bill Flanagan,  
Justin Michael, Susan Kirtley, Scott Savage

**Absent:** Terry Willis, Brian Callender

**Staff Present:** Jim Thomas, Jonah Humes, Bryan Drummond,  
Sarah Sharp, Dale Williams, Daryl Golbek, Garrett Ball,  
Suzan Maloy, Tim White, Jill Ferenc, Ty Burnett

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by Godwin that the agenda for the regular City Council meeting of December 18, 2017 be approved as written. Roll call vote: Hays, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

**MAYOR'S REPORT & APPOINTMENTS**

**Mayor's Report:**

Mayor Flanagan expressed his concern on the Capacity of the jail with it at 300. The capacity is 250 and would like to continue to meet in regards to this. 50 have been released on early release.

**City Manager Report:** Thomas informed the Council that City Hall will be closed on December 22<sup>nd</sup> and December 25<sup>th</sup> for the Christmas Holiday.

Thomas also noted that due to the January Holidays (New Year's Day & Martin Luther King Day) the Council Meetings will be held on January 8<sup>th</sup> & January 22<sup>nd</sup> 2018.

Quarterly report was distributed tonight by Jonah, feel free to ask any question to Jonah or Jim.

The update on Country Club Road will take around 300 days. There is no a bonus for contractor if it is finished early.

**Staff Report:**

**None.**

**CURRENT BUSINESS**

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

- (a) Minutes of the Regular Council Meeting on December 05, 2017.**
- (b) Minutes of the Special Council Meeting on December 01, 2017.**
- (c) All claims as printed.**
- (d) Actual salary claims for pay periods ending December 01, 2017 in the amount of \$466,275.11 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) Acceptance of ten (10) foot utility easement from Vicky Nichol for electric service.**

Claim for Expo for petty cash.

Check for cash \$500.00 was for Police Department for an undercover investigation. Mayor Flanagan requested anytime there is a check made out for case that there be an explanation made out on the report.

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

**(2) Discussion and vote to Approve/reject Ordinance 2017-\_\_\_, changing the zoning of land on a part of the W ½ of Section 13, Township 22 North, Range 16 E of the Indian Base and Meridian, Rogers County, State of Oklahoma, from Agricultural District (AG) to Industrial Heavy District (IH) and directing the appropriate amendment to the zoning map of The City of Claremore, OK. (Jill Ferenc)**

Ferenc stated that the re-zoning of old landfill site for the new Transfer Station. 21.82 acres of the parcel to be re-zoned. Residents have expressed concerns of DEQ permits, water line pressure, potential to affect property value, potential for smells and maintenance of the trash blowing around and the increased traffic flow in that area.

The planning commission approved unanimously.

The School Superintendent was also concerned about traffic flow to which the City of Claremore committed to avoiding the schools busy traffic times. Cooperating with the school to get a traffic light at the intersection a mile before the transfer station.

This item only deals with the zoning of the land.

Motion by DeMier, second by Hays to approve Ordinance 2017-27, changing the zoning of land on a part of the W ½ of Section 13, Township 22 North, Range 16 E of the Indian Base and Meridian, Rogers County, State of Oklahoma, from Agricultural District (AG) to Industrial Heavy District (IH) and directing the appropriate amendment to the zoning map of The City of Claremore, OK. Roll call vote: Hays, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

**(3) Discussion and vote to Approve/reject Ordinance 2017-\_\_\_, an Ordinance changing the zoning from (RM-1) to (CH) for property located on the easterly 100 feet of Lot 1 and the easterly 100 feet of the northerly 75 feet of Lot 2, Block 40, City of Claremore. (511 W. 9<sup>th</sup> Street) (Jill Ferenc)**

Ferenc informed the Council that this property has been used for office space for several years. They are looking to re-zone to allow for a child care center. The Planning Commission recommended approval unanimously. No one spoke in favor or against the re-zoning.

Motion by DeMier, second by Michael to approve Ordinance 2017-28, an Ordinance changing the zoning from (RM-1) to (CH) for property located on the easterly 100 feet of Lot 1 and the easterly 100 feet of the northerly 75 feet of Lot 2, Block 40, City of Claremore. (511 W. 9<sup>th</sup> Street) Roll call vote: Hays, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

**(4) Discussion and vote to Approve/reject a budget amendment in the amount of \$144,024.00. (Dale Williams)**

Williams stated that this truck was ordered in the last budget year and was not received until the current fiscal year. The funds are available and need to be rolled over to the current budget year. This was not done previously because the equipment was anticipated to be received before the beginning of new fiscal year.

Motion by DeMier, second by Kirtley to approve a budget amendment in the amount of \$144,024.00. Roll call vote: Hays, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

## ADJOURNMENT

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

Meeting adjourned at 6:42 P.M.

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

Sarah Sharp  
City Clerk