

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma July 05, 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, Jeff Godwin, Will DeMier, Bill Flanagan, Don Purkey, Susan Kirtley, Scott Savage

Absent: Buddy Robertson, Brian Callender

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Jill Ferenc, Stan Brown, Tim White, Daryl Golbek, Sam Ross, Tanya Andrews, Scott Rogers, Charlene Lawrence, Suzan Maloy

Pledge of Allegiance by all.

Invocation by John Vanaman, Chaplin for Hospice of Green Country

CALL TO THE PUBLIC

None

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Godwin that the agenda for the regular CCDA meeting of July 05, 2016, be approved as written. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, 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 June 20, 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; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:03 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 July 05, 2016**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:03 P.M.

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

Present: Terry Willis, Jeff Godwin, Will DeMier, Bill Flanagan, Don Purkey, Susan Kirtley, Scott Savage

Absent: Buddy Robertson, Brian Callender

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Jill Ferenc, Stan Brown, Tim White, Daryl Golbek, Sam Ross, Tanya Andrews, Scott Rogers, Charlene Lawrence, Suzan Maloy

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by DeMier that the agenda for the regular CPWA meeting of July 05, 2016, be approved as written. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, 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 June 20, 2016.
- (b) All claims as printed.
- (c) Approve Water Treatment Plant improvements as follows:
Garver Engineering Inv.#15078300-10 \$73,040.00

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

ADJOURNMENT

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

Meeting adjourned at 6:04 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 July 05, 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: Terry Willis, Jeff Godwin, Will DeMier, Bill Flanagan, Don Purkey, Susan Kirtley, Scott Savage

Absent: Buddy Robertson, Brian Callender

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Jill Ferenc, Stan Brown, Tim White, Daryl Golbek, Sam Ross, Tanya Andrews, Scott Rogers, Charlene Lawrence, Suzan Maloy

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Godwin that the agenda for the regular City Council meeting of July 05, 2016, be approved as written. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

None

MAYOR'S REPORT & APPOINTMENTS

Mayor Flanagan reported the Kids Fishing Debry was very successful. There were over 400 kids present and over 41 sponsors. There were an estimated 6,000 people that attended the fireworks show at Claremore Lake. Flanagan commended the staff for doing such a great job.

CITY MANAGER'S REPORT

City Manager Jim Thomas echoed the Mayor's comments regarding the 4th of July events. Thomas stated there is always room for improvement with traffic, but overall it was a great event.

Southaven Widening Project - A Public Information meeting with the residents has been held. One house will have to be taken, the others will only require an easement. This is a joint project with Rogers County; Guy Engineering has been chosen as the engineer for this project.

Highway 20/Southaven/Clubhouse- The project deadline is tomorrow, and there is no way that it will be complete. Thomas clarified this is a ODOT project, not a City project. The City has done as much as they can to move the project along. There is a lot of frustration with the surrounding property owners regarding the length of this project, and everyone hopes that the project is completed by the time school starts.

Thomas sent a memo out to Council regarding the elm Motel property. Staff is optimistic that other developers will be interested in the property.

STAFF REPORTS

Chief Brown stated there has been an arrest for the BancFirst robbery that occurred in the Nemar Center in February.

911 Dispatch- On June 28th dispatch was moved to the 911 center. There were a few minor hiccups, and they have been resolved. The Police Department looks and feels different without dispatch present. The building will now be closed after 5 p.m. After hours there is a video phone that will auto dial dispatch if a citizen needs to make contact with an officer. Dispatch can send an officer at that time or if an officer is present in the building they can make contact with the citizen.

Radios- Upgrades are in process that will allow agencies to talk to each other. It will be useful in large emergency situations involving City and County, Fire, and even State police. Every agency in the county will be going through the 911 Dispatch Center.

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on June 20, 2016.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay periods ending June 17, 2016 in the amount of \$567,164.17 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 Ordinance 2016-23, amending Subsections (K)-(O) of Subsection 2 of Section 2 of the 2002 City of Claremore Land Development Code regarding Pavement Parameters of Street Design. (Jill Ferenc)**
- (e) Acceptance of permanent and temporary sewer easements for the gravity sewer extension portion of the Will Rogers Downs Sewer Extension Partnership Project and compensation/assurances for the same, as follows:**

***Ricky Leon and Cathey Swan- Letter of assurance regarding future sewer upgrades (will donate and sign easement pending Council**

approval)

***Lawrence W. and Tammy Dunlap- Agreement letter to clear brush**

***Timmy N. Howell- \$1,000**

***Sheila K. Clark-Owens- \$1,000**

***Thomas Dunlap and Lawrence W. Dunlap, Jr.- \$2,000**

***Daniel and Andrea Geyer- 1 free sewer tap to be installed during construction**

***Claremore Congregation of Jehovah's Witnesses- 1 free sewer tap to be installed during construction**

***Melton Land Co. LLC-donated easement**

There was a scrivener's error in item (d), the correct numbering is 2016-32.

Motion by DeMier, second by Willis to approve the consent items, excluding item (d). Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, no; Kirtley, yes; and Savage, yes. Motion carried.

Motion by Flanagan, second by DeMier to approve consent item (d), Ordinance 2016-32. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, no; Kirtley, yes; and Savage, yes. Motion carried.

(2) Discussion and vote to Approve/Reject Ordinance variance for boat length, wading/swimming, overnight camping, and boat speeds at Claremore Lake Park on August 10-14, 2016 for NBRA Route 66 Showdown Nationals. (Tanya Andrews)

Motion by Kirtley, second by DeMier to approve Ordinance variance for boat length, wading/swimming, overnight camping, and boat speeds at Claremore Lake Park on August 10-14, 2016 for NBRA Route 66 Showdown Nationals. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(3) Discussion and vote to Approve/Reject exemption from Ordinance 99.05 (A)(5) at Claremore Lake Park on August 13 and 14, 2016. (Tanya Andrews)

Motion by Godwin, second by Savage to approve exemption from Ordinance 99.05 (A)(5) at Claremore Lake Park on August 13 and 14, 2016. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(4) Discussion and vote to Approve/Reject Resolution #2016-___, committing \$74,301 of City funds or resources for the CDBG 2016 Program for sidewalk and accessibility improvements in Claremore Original Townsite in the neighborhood near Claremont Elementary. (Jill Ferenc/Andy Armstrong)

Motion by DeMier, second by Willis to approve Resolution #2016-8, committing \$74,301 of City funds or resources for the CDBG 2016 Program for sidewalk and accessibility improvements in Claremore Original Townsite in the neighborhood near Claremont Elementary. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(5) Discussion and vote to Approve/Reject Resolution #2016-___, requesting assistance from the Oklahoma Department of Commerce for the 2016 CDBG Program and authorizing the Mayor to sign all related application documents. (Jill Ferenc/Andy Armstrong)

Motion by Godwin, second by DeMier to approve Resolution #2016-9, requesting assistance from the Oklahoma Department of Commerce for the 2016 CDBG Program and authorizing the Mayor to sign all related application documents. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(6) Discussion and vote to Approve/Reject approving a software as a service (SAAS) agreement with MyGov, LLC for Community Development and Public Maintenance Software in the amount of \$46,335.(Jill Ferenc/Daryl Golbek)

Motion by DeMier, second by Godwin to approve software as a service (SAAS) agreement with MyGov, LLC for Community Development and Public Maintenance Software in the amount of \$46,335. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(7) Discussion and vote to Approve/Reject membership agreement with the Metropolitan Environmental Trust for FY 2016/2017 in the amount of \$9,213.58. (Charlene Lawrence/Daryl Golbek)

Motion by DeMier, second by Godwin to approve membership agreement with the Metropolitan Environmental Trust for FY 2016/2017 in the amount of \$9,213.58. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(8) Discussion and vote to Approve/Reject Recycling Depot Agreement with the Metropolitan Environmental Trust for FY 2016/2017 in the amount of \$19,508.97. (Charlene Lawrence/Daryl Golbek)

Motion by DeMier, second by Savage to approve the Recycling Depot Agreement with the Metropolitan Environmental Trust for FY 2016/2017 in the amount of \$19,508.97. Roll call vote: Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 7:07 P.M.

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

Sarah Sharp, CMC
City Clerk