

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma November 07, 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, Will DeMier, Bill Flanagan, Brian Callender, Don Purkey, Susan Kirtley, Scott Savage

**Absent:** Jeff Godwin

**Staff Present:** Jim Thomas, Bryan Drummond, Jonah Humes, Sarah Sharp, Jill Ferenc, Sean Douglas, Susy Collins, Suzan Maloy, Noelle Hayes, Scott Rogers, Dale Williams, Johnny Ramsey, Daryl Golbek, Jeri Koehler, Stan Brown, Tim White.

Pledge of Allegiance by all.

Invocation by Councilor Terry 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 November 07, 2016, be approved as written. Roll call vote: Willis, yes; 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 October 17, 2016 as printed.**

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

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

### **ADJOURNMENT**

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

Meeting adjourned at 6:03 P.M.

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

Sarah Sharp  
City Clerk

**Minutes of Claremore Public Works Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma November 07, 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, Buddy Robertson, Will DeMier, Bill Flanagan, Brian Callender, Don Purkey, Susan Kirtley, Scott Savage

**Absent:** Jeff Godwin

**Staff Present:** Jim Thomas, Bryan Drummond, Jonah Humes, Sarah Sharp, Jill Ferenc, Sean Douglas, Susy Collins, Suzan Maloy, Noelle Hayes, Scott Rogers, Dale Williams, Johnny Ramsey, Daryl Golbek, Jeri Koehler, Stan Brown, Tim White.

**ACCEPTANCE OF THE AGENDA**

Motion by Willis, second by Robertson that the agenda for the regular CPWA meeting of November 7, 2016 be approved as written. Roll call vote: Willis, yes; 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 Claremore Public Works Authority Regular Meeting on October 17, 2016.**

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

**(c) Approve water Treatment Plant improvements as follows:**

**Garver – Invoice # 15078300-14    \$74,940.00**

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

## ADJOURNMENT

Motion by Willis, second by Robertson 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 6:04 P.M.

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

Sarah Sharp  
City Clerk

**Minutes of Claremore City Council Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma November 07, 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, Buddy Robertson, Will DeMier, Bill Flanagan, Brian Callender, Don Purkey, Susan Kirtley, Scott Savage

**Absent:** Jeff Godwin

**Staff Present:** Jim Thomas, Bryan Drummond, Jonah Humes, Sarah Sharp, Jill Ferenc, Sean Douglas, Susy Collins, Suzan Maloy, Noelle Hayes, Scott Rogers, Dale Williams, Johnny Ramsey, Daryl Golbek, Jeri Koehler, Stan Brown, Tim White.

**ACCEPTANCE OF THE AGENDA**

Motion by Willis, second by Savage that the agenda for the regular City Council meeting of November 07, 2016, be approved as written. Roll call vote: Willis, yes; Savage, yes; Robertson, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

**ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED**

None

**AWARDS, PRESENTATIONS, AND COMMUNICATIONS**

None

**MAYOR'S REPORT & APPOINTMENTS**

None

**CITY MANAGER'S REPORT**

None

**STAFF REPORTS**

None

## CURRENT BUSINESS

- (1) **Approve/Reject the following consent items:**
  - (a) **Minutes of the Regular Council Meeting on October 17, 2016.**
  - (b) **All claims as printed.**
  - (c) **Actual salary claims for pay period ending October 21, 2016 in the amount of \$454,171.99 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 Police Monthly Activity Report (Stan Brown)**
  - (e) **Approval of refund of escrow from OMAG (Oklahoma Municipal Assurance Group) in the amount of \$5,638.41 relating to the worker's compensation policy. (Jim Thomas)**

The Mayor requested an agenda item be placed on the 11/21/2016 agenda for update and discussion regarding the Worker's Compensation Insurance Status.

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

### **(2) Discussion and vote to Approve/Reject the surplus of Unit #219 Carrier King Trailer VIN 5016NG and Unit #514 Volvo 4V4MC9UF31N257318. (Dale Williams)**

Dale Williams addressed the Council stating trailer is between 15-20 years old and too much money is being spent on repairs.

Motion by Kirtley, second by Callender, to approve the surplus of Unit #219 Carrier King Trailer VIN 5016NG and Unit #514 Volvo 4V4MC9UF31N257318. Roll call vote: Savage, yes; Kirtley, yes; Willis, yes; Robertson, yes; DeMier, yes; Flanagan, yes; Callender, yes; and Purkey, yes. Motion carried.

### **(3) Discussion and vote to Approve/Reject the appointment of Jill Ferenc and Daryl Golbek to serve on the Board of Directors for the Grand Gateway Regional Transportation Planning Organization, each to serve a one year term. (Jill Ferenc)**

Motion by Purkey, second by Kirtley to approve the appointment of Jill Ferenc and Daryl Golbek to serve on the Board of Directors for the Grand Gateway Regional

Transportation Planning Organization, each to serve a one year term. Roll Call vote: Purkey, yes; Kirtley, yes; Savage, yes; Willis, yes; Robertson, yes; DeMier, yes; Flanagan, yes; and Callender, yes. Motion carried.

**(4) Discussion and vote to Approve/Reject the final plat of Memorial Heights.  
(Jill Ferenc)**

Jill Ferenc addressed the Council stating ten more feet of right of way was obtained on Davis Ave. Malek Elkhoury, PE, of Khoury Engineering, Inc. addressed the Council stating closing on the property is anticipated on November 18<sup>th</sup> with demolition of the building to occur within thirty days of closing. Chicken Express will be built on Lot #2 and discussion is ongoing with two fast food restaurants for Lot #1. The plan for Lot #3 is for retail, and the lot is for sale.

Motion by Callender, second by DeMier to approve the final plat of Memorial Heights. Roll call vote: Callender, yes; DeMier, yes; Purkey, yes; Kirtley, yes; Savage, yes; Willis, yes; Robertson, yes; and Flanagan, yes. Motion carried.

**(5) Discussion and vote to Approve/Reject the electronic execution of documents for Claremore Community Block Grant Project for 16751 CDBG 16 with the Oklahoma Department of Commerce (ODOC). (Jill Ferenc)**

Motion by Willis, second by Kirtley to approve the electronic execution of documents for Claremore Community Block Grant Project for 16751 CDBG 16 with the Oklahoma Department of Commerce (ODOC). Roll call vote: Willis, yes; Kirtley, yes; Savage, yes; Robertson, yes; DeMier, yes; Flanagan, yes; Callender, yes; and Purkey, yes. Motion carried.

**(6) Discussion and vote to Approve/Reject the renewal of the contract with Grand Gateway Economic Development Association in the amount of \$7,000 for Claremore Community Development Block Grant Project (16751 CDBG 16)  
(Jill Ferenc)**

Ferenc explained the contract is for administrative services for the 2016 CDBG Grant Project. The City has contracted with Grand Gateway for a number of years for these services, there was no increase in the contract price.

Motion by DeMier, second by Savage to approve the renewal of the contract with Grand Gateway Economic Development Association in the amount of \$7,000 for Claremore Community Development Block Grant Project (16751 CDBG 16). Roll call vote: DeMier, yes; Savage, yes; Willis, yes; Robertson, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

**(7) Discussion and vote to Approve/Reject the Independent Audit Report for Fiscal Year ending June 30, 2016. (Susy Collins/David Clanin)**

David Clanin CPA addressed the Council regarding the budget and annual audit.

Motion by DeMier, second by Robertson to approve the Independent Audit Report for Fiscal Year ending June 30<sup>th</sup>, 2016. Roll call vote: DeMier, yes; Robertson, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; Savage, yes; and Willis, yes. Motion carried.

**(8) Discussion and vote to Approve/Reject the sealed bid received from G T Distributors, Inc. in the amount of \$31,305.70 for the purchase of replacement side arms for the Police Department's Commissioned Officers. (Stan Brown)**

Claremore Police Department Business Manager Johnny Ramsey addressed the Council stating the sealed bid submitted by G T Distributors was for Glock 31 model guns but Glock 31C was the model requested by the Police Department. Ramsey requested Council reject the bid and bids be resubmitted.

Motion by DeMier, second by Callender to reject the sealed bid from G T Distributors, Inc. in the amount of \$31,305.70 for the purchase of replacement side arms for the Police Department's Commissioned Officers. Roll call vote: DeMier, yes; Callender, yes; Purkey, yes; Kirtley, yes; Savage, yes; Willis, yes; Robertson, yes; and Flanagan, yes. Motion carried.

**(9) Discussion and vote to Approve/Reject endorsement of the 2017 Tulsa Regional Chamber OneVoice Legislative agenda. (Jim Thomas)**

Motion by Callender, second by Kirtley to approve endorsement of the 2017 Tulsa Regional Chamber OneVoice Legislative Agenda. Roll call vote: Callender, yes; Kirtley, yes; Savage, yes; Willis, yes; Robertson, yes; DeMier, yes; Flanagan, yes; and Purkey, yes. Motion carried.

**ADJOURNMENT**

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

Meeting adjourned at 6:51 P.M.



Sarah Sharp  
City Clerk