

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma November 21, 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, Jonah Humes, Sarah Sharp, Jill Ferenc,
Sean Douglas, Dale Williams, Johnny Ramsey, Daryl Golbek, Stan
Brown, Tim White, Joe Kays, Nancy Doutey

Pledge of Allegiance by all.

Invocation by John Ray-Destiny Life Church

CALL TO THE PUBLIC

None

ACCEPTANCE OF THE AGENDA

Motion by Godwin, second by Robertson that the agenda for the regular CCDA meeting of November 21, 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 November 07, 2016 as printed.**

(b) All Claims as printed.

Motion by Godwin, second by Robertson 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.

ADJOURNMENT

Motion by Godwin, second by Robertson 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 6:02 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 21, 2016**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:02 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, Jonah Humes, Sarah Sharp, Jill Ferenc, Sean Douglas, Dale Williams, Johnny Ramsey, Daryl Golbek, Stan Brown, Tim White, Joe Kays, Nancy Doutey

ACCEPTANCE OF THE AGENDA

Motion by Godwin, second by Robertson that the agenda for the regular CPWA meeting of November 21, 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 November 07, 2016.

(b) All claims as printed.

(c) Approve water Treatment Plant improvements as follows:

UCI-Utility Contractors, Inc. #14	\$775,444.43
Garver – Invoice # 15078300-15	<u>\$73,040.00</u>
	\$848,484.43

Mayor Flanagan stated he would like to have a update on the Water Treatment Plant Project at the next meeting.

Motion by Godwin, 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.

ADJOURNMENT

Motion by Godwin, 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 6:05 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 21, 2016**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:05 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, Jonah Humes, Sarah Sharp, Jill Ferenc, Sean Douglas, Dale Williams, Johnny Ramsey, Daryl Golbek, Stan Brown, Tim White, Joe Kays, Nancy Doutey

ACCEPTANCE OF THE AGENDA

Motion by Kirtley, second by Savage that the agenda for the regular City Council meeting of November 21, 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

(1) Discussion and vote to Approve/Reject the appointment of Steve Kissee to the Board of Adjustment for a three (3) year term. (Jill Ferenc)

Motion by Flanagan, second by Callender to approve the appointment of Steve Kissee to the Board of Adjustment for a three (3) year term. Roll call vote: Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

CITY MANAGER'S REPORT

City Manager Jim Thomas reported that City offices will be closed on Thursday and Friday for the Thanksgiving holiday.

STAFF REPORTS

Assistant to the City Manager Jonah Humes gave updates on the following:

Worker's Compensation Insurance

The City went to a self-insured plan beginning in June of 2016. The information is more readily available and staff is more involved in the process. There is a re-insurance plan in place to cover any catastrophic claims. The amount budgeted for this year was the same as the amount paid to OMAG for coverage last year. The City is currently projected to save \$311,000 this year compared to what was paid to OMAG last year.

Stormwater I & I Projects

There were 66 manholes with infiltration addressed in 2003 that are located in the Cat Creek Basin. The City is in the process of hiring a sewer crew of 3 to start working on these manholes. Work is scheduled to begin in January 2017. It is estimated they will repair 2-3 manholes a week, and it should take a year to complete. All of the information will be put into the GIS Mapping system as repairs are made. Funds that were set aside for studies will be used to pay for employees and equipment. This will be a multi-year project.

There was discussion on what needs to be done to address the overflow issues in the Turnberry Addition, and if these I & I repairs will help.

CURRENT BUSINESS

(2) Approve/Reject the following consent items:

(a) Minutes of the Regular Council Meeting on November 07, 2016.

(b) All claims as printed.

(c) Actual salary claims for pay period ending November 04, 2016 in the amount of \$459,662.20 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 the Police Department's request to increase Fund 18 Budget by an additional \$6,239.55. (Stan Brown/Johnny Ramsey)

Motion by Purkey, second by Savage 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 and vote to Approve/Reject Change Order #1 for the Heritage Hills Lift Station and Telemetry Project. (Dale Williams/Nancy Doutey)

The Change Order has resulted in a reduction in the price of the contract. The project is now complete.

Motion by Callender, second by DeMier to approve Order #1 for the Heritage Hills Lift Station and Telemetry Project. Roll call vote: 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 the low bid from Benchmark Enterprises, LLC, for the construction of the splash pad at Claremore Lake Park, in the amount of \$315,716.64. (Joe Kays)

Parks Director Joe Kays states there were 5 bids received, and Benchmark was the lowest. They have done work for the City before on a playground installation without any problems. There was \$300,000 budgeted for the project, but there is another project than can be put on hold to make up the difference. The parking lot and bathroom improvements will be done in the following fiscal year.

Motion by Godwin, second by Callender to approve the low bid from Benchmark Enterprises, LLC, for the construction of the splash pad at Claremore Lake Park, in the amount of \$315,716.64. 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-____, vacating a portion of a Utility Easement over a portion of Lot 15, Block 2 of the Gates at Heritage Hills, an Addition to the City of Claremore, Rogers County, Oklahoma, according to the recorded plat thereof. (Jill Ferenc)

Motion by Purkey, second by to approve Ordinance #2016-39, vacating a portion of a Utility Easement over a portion of Lot 15, Block 2 of the Gates at Heritage Hills, an Addition to the City of Claremore, Rogers County, Oklahoma, according to the recorded plat thereof. 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 Flanagan, second by Kirtley 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 6:44 P.M.

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

Sarah Sharp
City Clerk