

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma December 19, 2016**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:01 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,
Brian Callender, Don Purkey, Susan Kirtley, Scott Savage

Absent: Buddy Robertson

Staff Present: Jim Thomas, Matt Cyran, Jonah Humes, Sarah Sharp, Jill Ferenc, Sean Douglas, Daryl Golbek, Jeri Koehler, Johnny Ramsey, Stan Brown, Tanya Andrews, Tim White, Susy Collins

Pledge of Allegiance by all.

Invocation by Councilor Terry Willis.

CALL TO THE PUBLIC

None.

ACCEPTANCE OF THE AGENDA

Motion by Callender, second by Kirtley that the agenda for the regular CCDA meeting of December 19, 2016, be approved as written. Roll call vote: Callender, yes; Kirtley, yes; Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, 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, 2016 as printed.**
 - (b) All Claims as printed.**

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

ADJOURNMENT

Motion by Callender, second by Willis to adjourn. Roll call vote: Callender, yes; 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
City Clerk

**Minutes of Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma December 19, 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: Terry Willis, Jeff Godwin, Will DeMier, Bill Flanagan,
Brian Callender, Don Purkey, Susan Kirtley, Scott Savage

Absent: Buddy Robertson

Staff Present: Jim Thomas, Matt Cyran, Jonah Humes, Sarah Sharp, Jill Ferenc, Sean Douglas, Daryl Golbek, Jeri Koehler, Johnny Ramsey, Stan Brown, Tanya Andrews, Tim White, Susy Collins

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Godwin that the agenda for the regular CPWA meeting of December 19, 2016 be approved as written. Roll call vote: Willis, 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 December 05, 2016.

(b) All claims as printed.

(c) Approval of Water Treatment Plant improvements as follows:

Utility Contractors, Inc. #15	\$345,025.04
Garver Engineering-Inv. #15078300-16	<u>\$73,040.00</u>
	\$418,065.04

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

**(2) Water Treatment Plant Improvement Project update by Garver Engineering.
(Michael Graves)**

Michael Graves of Garver Engineering was present to give an presentation and update of the Water Treatment Plant Improvements Project.

Construction on the project began August 2015. 16 days have been impacted by weather, but days were built into the contract, so only 2 days actually resulted in addition of days to the contract. \$17.3 m contract; to date the contractor has completed 75% of the project and 75% of funds have been paid out. At this time there has been no increase in price of contract. Three major water shutdowns have been done so far, all were done overnight to limit the disruption of service to customers. There is one more shut down scheduled for January 2017. In January 2017 they will begin phased startup of new and expanded facilities.

ADJOURNMENT

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

Meeting adjourned at 6:19 P.M.



Sarah Sharp
City Clerk

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma December 19, 2016**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:19 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,
Brian Callender, Don Purkey, Susan Kirtley, Scott Savage

Absent: Buddy Robertson

Staff Present: Jim Thomas, Matt Cyran, Jonah Humes, Sarah Sharp, Jill Ferenc, Sean Douglas, Daryl Golbek, Jeri Koehler, Johnny Ramsey, Stan Brown, Tanya Andrews, Tim White, Susy Collins

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by DeMier that the agenda for the regular City Council meeting of December 19, 2016, be approved as written. Roll call vote: Willis, yes; DeMier, yes; Godwin, 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

(1) Proclamations presented to the Will Rogers Stampede Rodeo Committee in recognition of recently being awarded the PRCA Small Rodeo of the Year for the 3rd year in a row. (Senator Marty Quinn, Representative Mark Lepak, Mayor Bill Flanagan, Jim Thomas)

Proclamations were presented to the Will Rogers Stampede Rodeo Committee in recognition of recently being awarded the PRCA Small Rodeo of the Year for the third year in a row. Oklahoma State Senator Marty Quinn and Representative Mark Lepak present to read citation from Oklahoma legislature. City proclamation read by Jim Thomas.

MAYOR'S REPORT & APPOINTMENTS

(2) Discussion and vote to Approve/Reject the appointment of Jacob Krumwiede and Zach Oliver to the City of Claremore-Rogers County Metropolitan Area Planning Commission. (Jill Ferenc)

Motion by Kirtley, second by Savage to approve the appointment of Jacob Krumwiede and Zach Oliver to the City of Claremore-Rogers County Metropolitan Area Planning Commission. Roll call vote: Kirtley, yes; Savage, yes; Willis, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Purkey, yes; and Callender, yes. Motion carried.

Councilor Willis reported that he was out to dinner earlier this month where he observed Officers Litterell and Book in the same restaurant. A woman who had previously been involved in drugs approached Officer Book and thanked him for helping her out, saying that he made her feel like he actually cared about her, and it had made an impact on her. Willis wanted to commend Officer Book for his efforts and make the Council and Chief Brown aware of the incident.

CITY MANAGER'S REPORT

None.

STAFF REPORTS

None.

CURRENT BUSINESS

(3) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on December 05, 2016.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay periods ending December 03, 2016 in the amount of \$467,741.01 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 partial lump sum Oklahoma Municipal Retirement Fund payment to Dennis Brown in the amount of \$10,000. (Jim Thomas)**
- (e) Approval of the selection of GT Distributors as a sole source for the purchase of replacement side arms for the Police Department's Commissioned Officers. (Stan Brown)**
- (f) Acceptance of 0.96 acres of permanent right-of-way for the Country Club Road and Southaven Road Improvements Project and**

compensation/assurances for same from Bruce and Barbara Toone based on letter of agreement offering \$10,000 compensation. (Jill Ferenc)

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

(4) Discussion and vote to Approve/Reject the final plat of Blue Starr Apartments located at 1515 W. Blue Starr Drive. (Jill Ferenc)

Motion by Purkey, second by Callender to approve the final plat of Blue Starr Apartments located at 1515 W. Blue Starr Drive. Roll call vote: Purkey, yes; Callender, yes; Willis, yes; DeMier, yes; Godwin, yes; Flanagan, yes; Kirtley, yes; and Savage, yes. Motion carried.

(5) Discussion and vote to Approve/Reject Resolution #2016-11, directing that a General Election be held for certain City council positions: declaring time when polls are to be open; stating positions for which election is to be held and stating time for commencement and expiration of terms of office; stating requirements for election; stating requirements for ballot; stating qualifications for candidates; making certain General Election Laws applicable; establishing period for filing for offices; stating responsibilities of County Election Board and County Election Board Secretary; requiring publication of Resolution; and providing for absentee ballots. (Sarah Sharp)

Motion by Savage, second by Godwin to approve Resolution #2016-11, directing that a General Election be held for certain City council positions: declaring time when polls are to be open; stating positions for which election is to be held and stating time for commencement and expiration of terms of office; stating requirements for election; stating requirements for ballot; stating qualifications for candidates; making certain General Election Laws applicable; establishing period for filing for offices; stating responsibilities of County Election Board and County Election Board Secretary; requiring publication of Resolution; and providing for absentee ballots. Roll call vote: Savage, yes; Godwin, yes; Willis, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

(6) Discussion and vote to Approve/Reject the 2017 edition of the Purchasing Policy. (Susy Collins)

Motion by Purkey, second by Callender to approve the 2017 edition of the Purchasing Policy. Roll call vote: Purkey, yes; Callender, yes; Willis, yes; DeMier, yes; Godwin, yes; Flanagan, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:47 P.M.

A handwritten signature in black ink that reads "Sarah Sharp". The signature is written in a cursive, flowing style.

Sarah Sharp
City Clerk