

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma January 03, 2017**

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, Jeff Godwin, Will DeMier, Bill Flanagan, Brian Callender, Don Purkey, Susan Kirtley, Scott Savage

Absent: None

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Jill Ferenc, Larry Hughes, Dale Williams, Jeri Koehler, Stan Brown, Tanya Andrews, Felicia Henson, Ty Burnett, Susy Collins, Tim White

Pledge of Allegiance by all.

Invocation by Rev. Ray Crawford of First United Methodist Church.

CALL TO THE PUBLIC

None.

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Robertson that the agenda for the regular CCDA meeting of January 03, 2017 be approved as written. Roll call vote: Willis, yes; 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 December 19, 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; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

Motion by Willis, second by Robertson to adjourn. Roll call vote: Willis, yes; 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 January 03, 2017**

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: Terry Willis, Buddy Robertson, Jeff Godwin, Will DeMier, Bill Flanagan, Brian Callender, Don Purkey, Susan Kirtley, Scott Savage

Absent: None

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Jill Ferenc, Larry Hughes, Dale Williams, Jeri Koehler, Stan Brown, Tanya Andrews, Felicia Henson, Ty Burnett, Susy Collins, Tim White

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Godwin that the agenda for the regular CPWA meeting of January 03, 2017 be approved as written. Roll call vote: Willis, yes; Godwin, 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 December 19, 2016.

(b) All claims as printed.

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

ADJOURNMENT

Motion by Godwin, second by Willis to adjourn. Roll call vote: Godwin, yes; 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 January 03, 2017**

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, Jeff Godwin, Will DeMier, Bill Flanagan, Brian Callender, Don Purkey, Susan Kirtley, Scott Savage

Absent: None

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Jill Ferenc, Larry Hughes, Dale Williams, Jeri Koehler, Stan Brown, Tanya Andrews, Felicia Henson, Ty Burnett, Susy Collins, Tim White

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Godwin that the agenda for the regular City Council meeting of January 03, 2017 be approved as written. Roll call vote: Willis, yes; Godwin, 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.

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

None.

MAYOR'S REPORT & APPOINTMENTS

None.

CITY MANAGER'S REPORT

None.

STAFF REPORTS

Tanya Andrews – Rockin’ New Year’s Eve Bash, Danger Zone Bull Riding, and two RSU basketball games took place at the Expo over New Year’s weekend. Tanya reports about 2,000 people in attendance with a great family atmosphere. There was Claremore’s largest hokey-pokey dance at the event along with a DJ and dance floor. 1,000 S’Mores kits were made and 700-800 were used. The remaining kits were donated to Cedar Point Church. Cedar Point distributed free hot chocolate and coffee and provided a balloon artist. Destiny Life Church brought out their inflatables and volunteers from the Church of Jesus Christ of Latter Day Saints manned the inflatables. David and Dawn Petty brought their mobile billboard and community photos were displayed.

Jeri Koehler – Jeri presented CIEDA’s year in review. Areas of focus for 2016 were retention and recruitment of primary jobs, increasing the sales tax base, overseeing the management of Claremore Regional Airport, and workforce development. CIEDA will begin interviews on 1/4/17 for the CIEDA Director position.

Jill Ferenc – Highway 20 sewer expansion project opens up sewer to 800 acres for service area. The project was designed to allow future growth. Lift station and force main are complete. Gravity feed is complete on the south side of Hwy 20. Boring still needs to be completed and final cleanup of the properties. \$1.6 million project, \$500,000 is the City’s portion. Line should be operational sometime in late February. Project is under budget.

Southaven Country Club Project – Will be bid out as one project. Currently in engineering phase and easements are being acquired. All property owners have been met with at this point and five easements have been secured. All utilities have their plans for relocation, except ONG, which is to be in this month.

Larry Hughes – GE Smart Meter Project Update.

The City has still not paid any money because GE has not fulfilled all of the requirements of their contract. Larry and Felicia Henson, Utility Billing Supervisor, demonstrated some of the features that will be available on the new system. The portals have not been opened up to citizens and will not be until it is available to all customers. Only fifteen customers have opted out of the automated meters. They are paying \$30 per month extra for the City to read their meters, there are no more self-read meter accounts.

Stan Brown – The Police Department will be resuming the Citizen’s Police Academy in 2017. Sessions will begin in February.

Consolidated 911 System – At midnight on December 31st, the 911 Center was completely operational and all City dispatchers are now employees of the Northeast Oklahoma Enhanced 911 Center. The City will now pay a yearly fee to the E911 dispatch to provide dispatch and 911 services. The City has committed to pay \$400,000 for the next four years to the trust. Brown encouraged Council to let him know if they receive any complaints so that issues can be addressed, as this is a work in progress.

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

(a) Minutes of the Regular Council Meeting on December 19, 2016.

(b) All claims as printed.

(c) Actual salary claims for pay periods ending December 16, 2016 in the amount of \$451,788.49 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.

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

EXECUTIVE SESSION

(1) Approve/Reject going into executive session to discuss the following items:

(A) Discussing the evaluation and the employment performance of the City Manager, as authorized by tit. 25, Oklahoma Statutes, Section 307(B)(1) and (B) (7), where disclosure of information would violate confidentiality requirements of State law.

Motion by Willis, second by DeMier to enter into executive session to discuss executive session item (A) as listed. Roll call vote: Willis, yes; DeMier, yes; Godwin, yes; Robertson, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(2) Executive session to discuss above item (A).

Council entered executive session at 7:23 P.M.

Council exited executive session at 8:15 P.M.

(3) Regular Session.

Motion by Willis, second by DeMier to acknowledge return to regular session. Roll call vote: Willis, yes; DeMier, yes; Robertson, yes; Godwin, yes; Flanagan, yes; Callender, yes; Purkey, yes; Kirtley, yes; and Savage, yes. Motion carried.

(4) Statement of executive session minutes.

Statement of executive session minutes by City Attorney Bryan Drummond:

All members of Council and City Attorney met in executive session to discuss the evaluation and employment performance of the City Manager as authorized by title 25, Oklahoma Statutes, Section 307(B) (1) and (B) (7), where disclosure of information would violate confidentiality requirements of State law. No other matters were discussed and no action taken.

(5) Discussion and vote regarding Jim Thomas' employment performance, evaluation, continued employment, and compensation.

No action taken.

ADJOURNMENT

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

Meeting adjourned at 8:17 P.M.

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

Sarah Sharp
City Clerk