

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma May 01, 2017**

**SWEARING IN OF CITY COUNCILORS, CCDA TRUSTEES, AND CPWA TRUSTEES  
SUSAN KIRTLEY, JUSTIN MICHAEL, KEN HAYS, AND WILL DEMIER BY MUNICIPAL  
JUDGE STANTON HARRELL.**

**CALL TO ORDER**

Meeting called to order by Mayor Bill Flanagan at 6:02 P.M.

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

**Present:** Ken Hays, Will DeMier, Bill Flanagan, Brian Callender, Justin Michael, Susan Kirtley

**Absent:** Terry Willis, Jeff Godwin, Scott Savage

**Staff Present:** Jim Thomas, Jeri Koehler, Jonah Humes, Bryan Drummond, Sarah Sharp, Jill Ferenc, Tim White, Stan Brown, Daryl Golbek, Sean Douglas, Stanton Harrell, Joe Kays, Meggie Froman-Knight, Tanya Andrews, Brandon Irby, Sheena Riley

Pledge of Allegiance by all.

Invocation by Councilor Ken Hays

**CALL TO THE PUBLIC**

Meggie Froman-Knight, Executive Director of Claremore Collective (The Young Professionals Group in Claremore, OK) gave introduction to the organization. Froman-Knight extended an offer of assistance to the council for any needs her organization might be able to fulfil.

**AWARDS, PRESENTATIONS, AND COMMUNICATIONS**

None.

**ACCEPTANCE OF THE AGENDA**

Motion by Kirtley, second by DeMier that the agenda for the regular CCDA meeting of May 01, 2017 be approved as written. Roll call vote: Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, 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 April 17, 2017 as printed.**

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

Motion by Kirtley, second by DeMier to approve the consent items as listed. Roll call vote: Hays; yes DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes. Motion carried.

**(2) Discussion only: 2017/2018 FY Budget Presentation. (Jim Thomas/Susy Collins)**

Budget presentation was given during the CCDA portion of the meeting, and all budgets were presented and discussed.

City Manager Jim Thomas read budget message stating there are no increases recommended in revenue streams. Thomas outlined the 2017/2018 budget, and highlights that included:

Master planning of 100 acres-Transfer station, Regional firearms range, Rogers County trustee's farm.

Claremore Lake-new restrooms and pavilion  
Airport runway and taxiway overlay  
Country Club/Southaven Projects  
Capital Investment-15 police cars-all vehicles will be uniform

Expenditure and Revenues  
Budget Highlights  
Planning and Economic Development  
Infrastructure and Transportation  
Claremore Dreams 2025  
Sales Tax revenue  
Claremore Dreams 2025

## ADJOURNMENT

Motion by Callender, second by Kirtley to adjourn. Roll call vote: Hays, yes DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes. Motion carried.

Meeting adjourned at 6:29 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 May 01, 2017**

**CALL TO ORDER**

Meeting called to order by Mayor Bill Flanagan at 6:29 P.M.

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

**Present:** Ken Hays, Will DeMier, Bill Flanagan, Brian Callender, Justin Michael,  
Susan Kirtley

**Absent:** Terry Willis, Jeff Godwin, Scott Savage

**Staff Present:** Jim Thomas, Jeri Koehler, Jonah Humes, Bryan Drummond, Sarah Sharp, Jill Ferenc, Tim White, Stan Brown, Daryl Golbek, Sean Douglas, Stanton Harrell, Joe Kays, Meggie Froman-Knight, Tanya Andrews, Brandon Irby, Sheena Riley

**ACCEPTANCE OF THE AGENDA**

Motion by Callender, second by Kirtley that the agenda for the regular CPWA meeting of May 01, 2017 be approved as written. Roll call vote: Hays; yes DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, 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  
April 17, 2017.**

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

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

**Garver Engineering-Inv#15078300-20    \$73,040.00**

Motion by DeMier, second by Callender to approve the consent items as listed. Roll call vote: Hays; yes DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes. Motion carried.

**(2) Discussion only: 2017/2018 FY Budget Presentation. (Jim Thomas/Susy Collins)**

Budget presentation was given during the CCDA portion of the meeting, and all budgets were presented and discussed.

City Manager Jim Thomas read budget message stating there are no increases recommended in revenue streams. Thomas outlined the 2017/2018 budget, and highlights that included:

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Claremore Dreams 2025

**ADJOURNMENT**

Motion by Callender, second by Hays to adjourn. Roll call vote: Hays; yes DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes. Motion carried.

Meeting adjourned at 6:30 P.M.



Sarah Sharp  
City Clerk

**Minutes of Claremore City Council Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma May 01, 2017**

**CALL TO ORDER**

Meeting called to order by Mayor Bill Flanagan at 6:30 P.M.

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

**Present:** Ken Hays, Will DeMier, Bill Flanagan, Brian Callender, Justin Michael, Susan Kirtley

**Absent:** Terry Willis, Jeff Godwin, Scott Savage

**Staff Present:** Jim Thomas, Jeri Koehler, Jonah Humes, Bryan Drummond, Sarah Sharp, Jill Ferenc, Tim White, Stan Brown, Daryl Golbek, Sean Douglas, Stanton Harrell, Joe Kays, Meggie Froman-Knight, Tanya Andrews, Brandon Irby, Sheena Riley

**ACCEPTANCE OF THE AGENDA**

Motion by DeMier, second by Callender that the agenda for the regular City Council meeting of May 01, 2017 be approved as written. Roll call vote: Hays; yes DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes. Motion carried.

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

None.

**MAYOR'S REPORT & APPOINTMENTS**

None.

**STAFF REPORTS**

**Worker's Compensation update and discussion. (Jonah Humes)**

Humes reviewed current Workers Compensation statistics with Council. The City begin self-funding in July of 2016. The average yearly cost for the previous 4 years was \$616,062.00. Since changing to a self-funded plan there have been 231 claims filed from 36 claimants with a total cost of \$80,427.00 to date. The total expended this year, including all third party administrative fees and additional insurance total \$267,311.00. The City paid \$636,000.00 to OMAG in 2015. There is a projected savings of \$300,000.00 this year.

Humes also presented Council with a quarterly project update. Humes asked that the Council inform him if they would like to see additional projects added to the update.

### **CURRENT BUSINESS**

**(1) Approve/Reject the following consent items:**

- (a) Minutes of the Regular Council Meeting on April 17, 2017.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay periods ending April 22, 2017 in the amount of \$448,127.85 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) Acceptance of 25,779 square feet (.059) acres of permanent right-of-way for The Southaven improvement project and compensation/assurances for the same from Gene and Lucy Brookes based on letter of agreement offering \$24,500 compensation. (Jill Ferenc)**
- (e) Acceptance of 8,509 square feet (.020) acres of permanent right-of-way for the Southaven improvement project and compensation/assurances for the same from Gene Anderson and Robin Anderson based on letter of agreement offering \$9,000 compensation. (Jill Ferenc)**
- (f) Acceptance of 6,353 square feet (.015) acres of permanent right-of-way for the Southaven improvement project and compensation/assurances for the same from Jody Anderson, Gene Anderson, and Robin Anderson based on letter of agreement offering \$5,000 compensation. (Jill Ferenc)**

City Planner Jill Ferenc briefly discussed items (d), (e), (f) and how the figures were reached.

Mayor Flanagan notated the following Scriveners errors. Item (d) should be .59 acres, item (e) should read .20 acres, and item (f) should read .15 acres.

Motion by Hays, Second by Kirtley that the consent items be approved as corrected. Roll call vote: Hays; yes DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes. Motion carried.

**(2) Discussion and vote to Approve/Reject special exemption of Ordinance 132.05 to allow for a public fireworks display on May 19, 2017 at the Claremore High School graduation ceremony. (Shawn Story, CHS)**

Motion by Callender, Second by DeMier to approve the special exemption of Ordinance 132.05 to allow for a public fireworks display on May 19, 2017 at the Claremore High School graduation ceremony. Roll call vote: Hays; yes DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes. Motion carried.

**(3) Discussion and vote to Approve/Reject Interlocal Contract between the Board of County Commissioners of Rogers County, Oklahoma, and the City of Claremore to rebuild a bridge on Lowery Road. (Jim Thomas/Commissioner Delozier)**

Motion by Kirtley, Second by Callender to approve the Interlocal Contract between the Board of County Commissioners of Rogers County, Oklahoma, and the City of Claremore to rebuild a bridge on Lowery Road. Roll call vote: Hays; yes DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes. Motion carried.

**(4) Discussion and vote to Approve/Reject an Ordinance variance regarding boat length, Jet Ski, wading, and swimming, and overnight camping for security purposes at Claremore Lake Park on Saturday August 19<sup>th</sup> and Sunday August 20, 2017 for a triathlon. (Joe Kays)**

Motion by DeMier, Second by Kirtley to approve an Ordinance variance regarding boat length, Jet Ski, wading, and swimming, and overnight camping for security purposes at Claremore Lake Park on Saturday August 19<sup>th</sup> and Sunday August 20, 2017 for a triathlon. Roll call vote: Hays; yes DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes. Motion carried.

**(5) Discussion and vote to Approve/Reject Ordinance #2017-\_\_, changing the zoning of land located at Lots 1, 2, &3, Block 34 of Bayless Addition, City of Claremore, Rogers County, State of Oklahoma, from Office Light Intensity District (OL) to Residential Single-Family High Intensity District (RS-3) and directing the Appropriate amendment to the zoning map of the City of Claremore, Oklahoma. (Jill Ferenc)**

Motion by DeMier, Second by Hays to approve Ordinance #2017-8, changing the zoning of land located at Lots 1, 2, &3, Block 34 of Bayless Addition, City of Claremore, Rogers County, State of Oklahoma, from Office Light Intensity District (OL) to Residential Single-Family High Intensity District (RS-3) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. Roll call vote: Hays; yes DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes. Motion carried.

**(6) Discussion only: 2017/2018 FY Budget Presentation. (Jim Thomas/Susy Collins)**

Budget presentation was given during the CCDA portion of the meeting, and all budgets were presented and discussed.



City Manager Jim Thomas read budget message stating there are no increases recommended in revenue streams. Thomas outlined the 2017/2018 budget, and highlights that included:

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## **EXECUTIVE SESSION**

**(1) Approve/Reject going into executive session for the following purpose:**

**(A) Discussing the 2017/2018 collective bargaining labor negotiation proceeding concerning the Claremore Fire Union, IAFF Local 1077 pursuant to the Oklahoma Statute title 25, Section 307 (b)(2). (Jim Thomas)**

Motion by Kirtley, Second by Hays to approve going into executive session to discuss item (A). Roll call vote: Hays; yes DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes. Motion carried.

**(2) Vote to convene in executive session discuss item (A).**

Time entered Executive Session: 6:55 P.M.

Time exited Executive Session: 7:08 P.M.

**(3) Vote to acknowledge return to open session.**

Motion by Callender, Second by DeMier to acknowledge return to open session. Roll call vote: Hays; yes DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes. Motion carried.

**(4) Statement of executive session minutes.**

While in Executive session, Council discussed the 2017/2018 collective bargaining labor negotiation proceeding concerning the Claremore Fire Union, IAFF Local 1077 pursuant to the Oklahoma statute title 25, Section 307 (b)(2). No other matters were discussed and no votes were taken. Those present during executive session were the City Councilors at the meeting, The City Manager, the Deputy City Manager, the assistant to the City Manager, the City Attorney and Fire Chief.

**(5) Discussion and vote to Approve/Reject tentative 2017/2018 Collective Bargaining Agreement between the City of Claremore and the Claremore Fire Union, IAFF Local 1077.**

Motion by DeMier, Second by Michael to approve tentative 2017/2018 Collective Bargaining Agreement between the City of Claremore and the Claremore Fire Union, IAFF Local 1077. Roll call vote: Hays; yes DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes. Motion carried.

**ADJOURNMENT**

Motion by Callender, Second by Kirtley to adjourn. Roll call vote: Hays; yes DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes. Motion carried.

Meeting adjourned at 7:10 P.M.



Sarah Sharp  
City Clerk