

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma July 24, 2017**

**CALL TO ORDER**

Meeting called to order by Mayor Flanagan at 6:01 P.M.

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

**Present:** Terry Willis, Ken Hays, Jeff Godwin, Will DeMier, Bill Flanagan, Brian Callender, Justin Michael, Susan Kirtley, Scott Savage

**Absent:** None.

**Staff Present:** Jim Thomas, Jonah Humes, Bryan Drummond, Sarah Sharp, Sheena Riley, Jill Ferenc, Tim White, Stan Brown, Sean Douglas, Dale Williams, Joe Kays, Dave Jumper, Michael Long, Larry Hughes, Suzan Maloy

Pledge of Allegiance by all.

Invocation by John Vanaman, Chaplin of Green Country Hospice

**CALL TO THE PUBLIC**

Those speaking:

**Linda Batty- 1018 N. Dorothy Ave.**

Ms. Batty expressed her concerns over the fireworks that were discharged in her neighborhood this year. Batty stated the fireworks over the holiday were extremely loud, she couldn't sleep, and the noise shook her house. Batty stated she has 2 dogs and even had medication for them and they were still anxious. Batty states that she has cancer and the two worst things for cancer patients are stress and anxiety. She said she tried to talk to the kids in the neighborhood, but that didn't help. She would like council to look into the extremely loud fireworks and see if there is anything that can be done about it.

**AWARDS, PRESENTATIONS, AND COMMUNICATIONS**

None.

### **ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by Savage that the agenda for the regular CCDA meeting of July 24, 2017 be approved as written. Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; 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 July 10, 2017 as printed.**
- (b) All Claims as printed.**

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

### **ADJOURNMENT**

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

Meeting adjourned at 6:08 P.M.



Sarah Sharp  
City Clerk

**Minutes of Claremore Public Works Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma July 24, 2017**

**CALL TO ORDER**

Meeting called to order by Mayor Flanagan at 6:08 P.M.

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

**Present:** Ken Hays, Will DeMier, Brian Callender, Justin Michael,  
Susan Kirtley, Jeff Godwin, Scott Savage, Terry Willis, Bill Flanagan

**Absent:** None.

**Staff Present:** Jim Thomas, Jonah Humes, Bryan Drummond,  
Sarah Sharp, Sheena Riley, Jill Ferenc, Tim White, Stan Brown,  
Sean Douglas, Dale Williams, Joe Kays, Dave Jumper, Michael Long,  
Larry Hughes, Suzan Maloy

**ACCEPTANCE OF THE AGENDA**

Motion by Willis, Second by Hays that the agenda for the regular CPWA meeting of July 24, 2017 be approved as written Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; 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 July 10, 2017.**
- (b) All claims as printed.**
- (c) Approval of Water Treatment Plant improvements as follows:  
UCI Application #22    \$286,999.45**

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

**(2) Discussion and vote to Approve/Reject the purchase of sewer camera equipment to re-vamp the camera van in the amount of \$99,903.00 at State Contract Pricing. (Dale Williams)**

Williams stated that last year over \$24,000.00 was spent on emergency cameras. The old equipment has not worked in over a year. Renting a camera cost \$350.00 an hour with a 4 hour minimum. The City already has a van set up for the equipment, the purchase will just update the existing equipment. The addition of this will help detect problems in the sewer lines quicker and more efficiently. Money was budgeted for the purchase.

Motion by Savage, second by Kirtley to approve the purchase of sewer camera equipment to re-vamp the camera van in the amount of \$99,903.00 at State Contract Pricing. Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; Savage, yes. Motion carried.

**(3) Discussion and vote to Approve/Reject the Cherokee Nations Entertainment, LLC Bill of Sale for the Will Rogers Downs/Sanitary Sewer Extension Project. (Dale Williams)**

Williams stated that this deeds the sewer line, lift station and generator over to the City. Cherokee Nation paid for the line, the City paid for the size upgrade in the line, City provided easements, and there is a 1 year warranty period. Justice-Tiawah is in the process of tying on. Cherokee Nation has a flow meter for them to be charged by.

Councilman Hays expressed his concerns over taking on the maintenance and upkeep of the line that will serve only non-City residents. Hays wanted to know if there was study done to determine the return of investment. Hays would like to see payback study analysis done on all projects and special equipment purchased.

City Manager Jim Thomas stated that the project cost was over 1.2 million dollars. The City paid for the upgrade, which was a little over \$450,000.00. This strategic decision opens up 800 acres in the area for future development for commercial and residential. The City is trying to be pro-active, which has not been done in the past.

City Planner Jill Ferenc added that as property develops, they will be required to be annexed into the city to tap into the sewer line.

Motion by Savage, second by Kirtley to approve the Cherokee Nations Entertainment, LLC Bill of Sale for the Will Rogers Downs/Sanitary Sewer Extension Project. Roll call vote: Willis, yes; Hays, no; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; Savage, yes. Motion carried.

## **ADJOURNMENT**

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

Meeting adjourned at 6:30 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 July 10, 2017**

**CALL TO ORDER**

Meeting called to order Mayor 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, Brian Callender, Justin Michael,  
Susan Kirtley, Jeff Godwin, Scott Savage, Terry Willis, Bill Flanagan

**Absent:** None.

**Staff Present:** Jim Thomas, Jonah Humes, Bryan Drummond,  
Sarah Sharp, Sheena Riley, Jill Ferenc, Tim White, Stan Brown,  
Sean Douglas, Dale Williams, Joe Kays, Dave Jumper, Michael Long,  
Larry Hughes, Suzan Maloy

**ACCEPTANCE OF THE AGENDA**

Motion by Willis, second by Hays that the agenda for the regular City Council meeting of July 24, 2017 be approved as written. Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; Savage, yes. Motion carried.

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

None.

**AWARDS, PRESENTATIONS, AND COMMUNICATIONS**

**(1) Presentation to Council regarding departmental overview of Development Services, including Planning and Zoning, Code Enforcement, Mapping, And Building Inspections. (Jill Ferenc)**

Ferenc detailed the key function of each area of the department to the Council. Permits and Inspections issues building trade permits, building inspections, sign permits, and curb cuts. GIS- mapping updates all of all the City maps, which are layered and contained zoning, City utilities, and emergency responder information. Code Enforcement enforces exterior property maintenance and is responsible for pursuing removal of dilapidated buildings. The planning and development portion handles BOA cases, Zoning Cases, Platting, Lot Splits, Plan Review, and Long Range Planning.

## MAYOR'S REPORT & APPOINTMENTS

None.

### CITY MANAGER REPORT

City Manager Jim Thomas handed out Quarterly report/project update to the council.

### STAFF REPORTS

Stan Brown reminded council and invited them to the 7<sup>th</sup> annual National Night Out which will be held on August 1<sup>st</sup> at Claremore Lake Park from 6-9 at the splash pad. There will be free street tacos, snow cones, bouncy house and activities for the kids and safety handouts. Everyone is welcome to join this great family friendly community event.

### CURRENT BUSINESS

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

- (a) Minutes of the Regular Council Meeting on July 10, 2017.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay periods ending July 15, 2017 in the amount of \$481,769.00 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) Approve acceptance of a 2,804.30 square feet (0.06) acres of permanent right-of-way for the Country Club Improvement Project and compensation/assurances for the same from Dyer Adams Properties based on letter of agreement. (Jill Ferenc)**
- (e) Approve award of annual Concrete Bid to Dolese Bros. as follows:**

4000 psi with fiber mesh	\$92.00 per cubic yard
4000 psi without fiber mesh	\$86.00 per cubic yard
3000 psi with fiber mesh	\$86.00 per cubic yard
3000 psi without fiber mesh	\$80.00 per cubic yard

**(Dale Williams)**
- (f) Approve award of annual Sand, Rock, and Gravel Bid to Anchor Stone as follows:**

1" Class A -	FOB \$13.68	Plant \$9.00 per ton
1" Crusher Run -	FOB \$10.68	Plant \$6.00 per ton
3/8" Chips -	FOB \$13.93	Plant \$9.25 per ton
12" Rip Rap -	FOB \$21.33	Plant \$15.00 per ton
Screenings -	FOB \$10.18	Plant \$5.50 per ton
Fill Sand -	FOB \$13.10	Plant \$5.25 per ton

**(Dale Williams)**

**(g) Approve award of annual Asphalt Bid to Tulsa Asphalt as follows:**

**Hot Mix Hot Lay Type A – FOB \$42.50 Plant \$36.00 per ton**

**Hot Mix Hot Lay Type B - FOB \$47.50 Plant \$41.00 per ton**

**Hot Mix Hot Lay Type C - FOB \$48.50 Plant \$42.00 per ton**

**Hot Mix Cold Lay - FOB \$91.50 Plant \$85.00 per ton**

**(Dale Williams)**

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

**(3) Discussion and vote to Approve/Reject the purchase of 2 Chevrolet C1500 Crew Cab Trucks from Hudiburg in the amount of \$63,754.00 under Oklahoma Statewide Contract #SW035. (Sean Douglas)**

Douglas stated that the new vehicles are 2018 models and will be replacing 2 staff vehicles. The vehicles are upgraded enough to get a console for the radio and so drivers can have hands free access for talking on radios during calls.

Motion by DeMier, second Hays to approve the purchase of 2 Chevrolet C1500 Crew Cab Trucks from Hudiburg in the amount of \$63,754.00 under Oklahoma Statewide Contract #SW035. Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; Savage, yes. Motion carried.

**(4) Discussion and vote to Approve/Reject the Cherokee Nations Entertainment, LLC Bill of Sale for the Will Rogers Downs/Sanitary Sewer Extension Project. (Dale Williams)**

Motion by Godwin, second by DeMier to approve the Cherokee Nations Entertainment, LLC Bill of Sale for the Will Rogers Downs/Sanitary Sewer Extension Project. Roll call vote: Willis, yes; Hays, no; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; Savage, yes. Motion carried.

**(5) Discussion and vote to Approve/Reject the purchase of a 2017 Backhoe with uni-direct auxiliary hydraulics, power lift, auto ride control, 24" bucket, dual batteries, and retrofit pin kit from OTC Equipment, LLC at State Contract Price in the amount of \$77,321.20, which includes \$10,000 trade-in for a 1998 Case 580 SL Super SD Backhoe. (Michael Long)**



Motion by Hays, second by Godwin to approve the purchase of a 2017 Backhoe with uni-direct auxiliary hydraulics, power lift, auto ride control, 24" bucket, dual batteries, and retrofit pin kit from OTC Equipment, LLC at State Contract Price in the amount of \$77,321.20, which includes \$10,000 trade-in for a 1998 Case 580 SL Super SD Backhoe. Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; Savage, yes. Motion carried.

**(6) Discussion and vote to Approve/Reject Ordinance # 2017- \_\_\_\_, closing a utility Easement described as commencing at the NW corner of Lot 1, Block 97 of the City of Claremore; Thence S 26° 46' W along the West line of said Lot 1 a distance of 120.00 feet to the point of beginning; Thence S 63° 14' E a distance of 295.98 feet to the East line of Lot 4, Block 1 of the Davis Kates Addition; Thence South along said East line of Lot 4 63.51 feet; Thence West along the South line of said Lot 4 25.00 feet; Thence North 48.12 feet; Thence N 63° 14' W a distance of 280.59 feet; Thence N 26° 46' E 25.00 feet to the point of beginning, which lies within the corporate limits of the City of Claremore, Oklahoma (RE: Redeemer Evangelical Lutheran Church) (Jill Ferenc)**

Ferenc stated that this property is located at 220 N. Seminole Ave. at Redeemer Lutheran Church. They are rebuilding due to a fire. There was originally concern expressed by one utility company, but after visiting the site there were no utilities found in the easement and they withdrew the motion.

Motion by DeMier, second by Kirtley to approve Ordinance # 2017- 13, closing a utility easement described as commencing at the NW corner of Lot 1, Block 97 of the City of Claremore; Thence S 26° 46' W along the West line of said Lot 1 a distance of 120.00 feet to the point of beginning; Thence S 63° 14' E a distance of 295.98 feet to the East line of Lot 4, Block 1 of the Davis Kates Addition; Thence South along said East line of Lot 4 63.51 feet; Thence West along the South line of said Lot 4 25.00 feet; Thence North 48.12 feet; Thence N 63° 14' W a distance of 280.59 feet; Thence N 26° 46' E 25.00 feet to the point of beginning, which lies within the corporate limits of the City of Claremore, Oklahoma (RE: Redeemer Evangelical Lutheran Church) Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; Savage, yes. Motion carried.

**(7) Discussion and vote to Approve/Reject the installation of Pedestrian Traffic signage or other traffic control devices on West Blue Starr Drive in the area of Will Rogers Museum. (Jim Thomas/Susan Kirtley)**

No provisions in the ordinances for pedestrian notices other than cross walks. Concerns based on the geographic location and traffic flow, including speed limit at the site. There is a designated cross walk in the area that is protected. Chief Brown showed study of speed, sight and reaction times. Concerned signs would imply that pedestrians could cross and may increase the liability of the City. Slow pedestrian tragic signs are what is being requested.

Council woman Kirtley stated the property across the street is used to overflow parking for museum events. She would like to see a sign before the crest of the hill to warn traffic of pedestrian crossing.

Motion by DeMier, second by Savage to reject the installation of Pedestrian Traffic signage or other traffic control devices on West Blue Starr Drive in the area of Will Rogers Museum. Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, no; Savage, yes. Motion carried.

**(8) Discussion and vote to Approve/Reject Ordinance #2017-14, declaring certain property described as a tract of land in the NW/4 SW/4 NW/4 of Sec.8 Township 21 North, Range 16, East of the I.B. &M., Rogers County, Oklahoma, to be surplus property, authorizing its sale, and declaring an emergency. (Jill Ferenc)**

Mayor Flanagan stated that an emergency clause will not be considered, as it is not allowed with this type of item. There is an adjoining property owner that is interested in purchasing the property to meet the current parking requirements. This ordinance would allow for the advertising of sale of property to allow for bidding on the property. Discussion on omitting the north portion of the property in case the city needs it for future road changes, if the full property is not needed, as according to the drawings, it appears the north portion of the property is not going to be used.

Motion by DeMier, second by Callender to reject Ordinance #2017-14, declaring certain property described as a tract of land in the NW/4 SW/4 NW/4 of Sec.8 Township 21 North, Range 16 East of the I.B.&M., Rogers County, Oklahoma, to be surplus property, authorizing its sale, and declaring an emergency. Roll call vote: Willis, no; Hays, yes; Godwin, no; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; Savage, yes. Motion carried.

**(9) Discussion and vote to Approve/Reject the emergency clause for agenda item #8.  
(Jill Ferenc)**

**Item was not voted on**

## **ADJOURNMENT**

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

Meeting adjourned at 7:47 P.M.

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

Sarah Sharp  
City Clerk