

Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma August 21, 2017

CALL TO ORDER

Meeting called to order by Mayor Flanagan at 6:00 P.M.

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

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

Absent: Terry Willis

Staff Present: Jim Thomas, Jonah Humes, Bryan Drummond, Sarah Sharp, Sheena Riley, Jill Ferenc, Tim White, Stan Brown, Suzan Maloy, Steve Cox, Daryl Golbek, Don Thirion, Bobby Hagen, Aaron Sherman, Dale Williams.

Pledge of Allegiance by all.

Invocation by Associate Pastor John Ray: Destiny Life Church

CALL TO THE PUBLIC

Those speaking: None

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

PRESENTATIONS

**(1) Swearing in of newly hired Officers Bobby Hagen and Aaron Sherman.
(Stan Brown)**

Officers Bobby Hagen and Aaron Sherman were present with their families. Officers were sworn in by Police Chief Stan Brown.

(2) Presentation of Proclamations to the Claremore Ministerial Alliance and Mercy Chefs for their participation in the National Night Out. (Stan Brown)

Pastor John Ray of the Claremore Ministerial Alliance was present to receive the proclamations.

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Godwin that the agenda for the regular CCDA meeting of August 21, 2017 be approved as written. Roll call vote: 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

(3) Approve/Reject the following consent items:

- (a) Minutes of the Regular Claremore Cultural Development Authority Meeting on August 07, 2017 as printed.**
- (b) All Claims as printed.**

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

ADJOURNMENT

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

Meeting adjourned at 6:13 P.M.



Sarah Sharp
City Clerk

**Minutes of Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma August 21, 2017**

CALL TO ORDER

Meeting called to order by Mayor Flanagan at 6:13 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, Bill Flanagan

Absent: Terry Willis

Staff Present: Jim Thomas, Jonah Humes, Bryan Drummond,
Sarah Sharp, Sheena Riley, Jill Ferenc, Tim White, Stan Brown,
Suzan Maloy, Steve Cox, Daryl Golbek, Don Thirion, Bobby Hagen,
Aaron Sherman, Dale Williams.

ACCEPTANCE OF THE AGENDA

Motion by Hays, Second by Godwin that the agenda for the regular CPWA meeting of August 21, 2017 be approved as written. Roll call vote: 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 August 07, 2017.**
- (b) All claims as printed.**

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

ADJOURNMENT

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

Meeting adjourned at 6:14 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 August 21, 2017**

CALL TO ORDER

Meeting called to order Mayor Flanagan at 6:14 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, Bill Flanagan

Absent: Terry Willis

Staff Present: Jim Thomas, Jonah Humes, Bryan Drummond,
Sarah Sharp, Sheena Riley, Jill Ferenc, Tim White, Stan Brown,
Suzan Maloy, Steve Cox, Daryl Golbek, Don Thirion, Bobby Hagen,
Aaron Sherman, Dale Williams.

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Godwin that the agenda for the regular City Council meeting of August 21, 2017 be approved as written. Roll call vote: 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

None.

MAYOR'S REPORT & APPOINTMENTS

None.

CITY MANAGER REPORT

City Manager Jim Thomas reported that his Assistant Jonah Humes has emailed an update on current projects to the Council. If Council has any questions, please let him know.

STAFF REPORTS

None.

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on August 07, 2017.
- (b) All claims as printed.
- (c) Actual salary claims for pay periods ending August 12, 2017 in the amount of \$469,081.29 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 2,084.30 square foot (0.06) acres of permanent right-of-way for the Country Club improvement project and compensation/assurance for same from Timothy A. Pate, Sr. based on letter of agreement. (Jill Ferenc)
- (e) Approve acceptance of a 22,110 square feet (0.51) acres of permanent right-of-way for the Country Club road improvement project and compensation/assurance for same from Paul Burchette based on letter of agreement. (Jill Ferenc)
- (f) Approve Interlocal Contract for Government Services between the Board of County Commissioner of Rogers County, Oklahoma and the city of Claremore to Rebuild a Bridge on Lowery Road. (Jim Thomas)
- (g) Approve 2017-2018 Estimate of Needs for FY 2016-2017. (Jim Thomas)
- (h) Approve second quarter E-911 report. (Stan Brown)

Items (e) and (f) will complete the right-of-ways needed to proceed with the Country Club and Southaven widening projects. Plans are to have the project completed by next summer.

Motion by Savage, second by DeMier to approve the consent items as listed. Roll call vote: 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 Ordinance 2017-___, changing the zoning of Land on Lot 1, less the North 10 feet thereof and Lot 2, less the South 24 feet thereof, all in Block 1 of Hicks Addition to the City of Claremore, Rogers County, State of Oklahoma, from Residential Multi-Family High intensity District (RM-3) to Commercial High Intensity District (CH) and directing the appropriate amendment To the zoning map of the City of Claremore, Oklahoma. (200 S. Perdue) (Jill Ferenc)

Motion by DeMier, second by Callender to approve Ordinance 2017-16, changing the zoning of Land on Lot 1, less the North 10 feet thereof and Lot 2, less the South 24 feet thereof, all in Block 1 of Hicks Addition to the City of Claremore, Rogers County, State of Oklahoma, from Residential Multi-Family High intensity District (RM-3) to Commercial High Intensity District (CH) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. Roll call vote: 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 Ordinance 2017-___, 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 and authorizing its sale. (Jill Ferenc)

If approved, it will be placed in the paper for competitive bid. Final bids will be approved by Council before it is sold. Property square footage was reduced that that the City can retain any additional property that may be needed for the widening of Camden Drive intersection.

Motion by DeMier, second by Savage to approve Ordinance 2017-17 , 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 and authorizing its sale. Roll call vote: 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 Ordinance 2017-___, an Ordinance Amending Section 101.22 of Chapter 101 of the Ordinances of the City of Claremore regarding Curbcuts/streetcuts/driveway entrances. (Daryl Golbek)

City Engineer will now inspect the site to make sure the proper size pipe is inserted. The original \$50.00 refundable fee is now non- refundable.

Motion by Kirtley, second by Michael to approve Ordinance 2017-18, an Ordinance amending Section 101.22 of Chapter 101 of the Ordinances of the City of Claremore regarding Curbcuts/streetcuts/driveway entrances. Roll call vote: Hays, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; Savage, yes. Motion carried.

(5) Discussion and vote to Approve/Reject Ordinance 2017-___, an Ordinance amending Section 101.15 of Chapter 101 of the Ordinance of the City of Claremore regarding broken and unsafe sidewalks. (Daryl Golbek)

Changes: current Ordinance makes it the property owner's responsibility to maintain the sidewalk in front of their property, the changes make the owner responsible, but the City could repair at the property owner's expense.

Motion by Michael, second by Hays to approve Ordinance 2017-19, an Ordinance amending Section 101.15 of Chapter 101 of the Ordinance of the City of Claremore regarding broken and unsafe sidewalks. Roll call vote: 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-___, an Ordinance amending Section 55.07 of Chapter 55 of the Ordinances of the City of Claremore regarding Watercourse Protection. (Daryl Golbek)

Changes will allow the City to clean any silt and grading work that needs to be done. The property owners will still be responsible to maintain grass and debris.

Motion by Hays, second by Michael to approve Ordinance 2017-20, an Ordinance amending Section 55.07 of Chapter 55 of the Ordinances of the City of Claremore regarding Watercourse Protection. Roll call vote: Hays, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:45 P.M.



Sarah Sharp
City Clerk