

Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma September 18, 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: 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, Tim White, Suzan Maloy, Dale Williams, Tanya Andrews, David Jumper, Garrett Ball, Stan Brown, Tim White, Jill Ferenc.

Pledge of Allegiance by all.

Invocation by Pastor Dave Mewbourne: Claremore Assembly of God

CALL TO THE PUBLIC

Those speaking: None

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

PRESENTATIONS

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Willis that the agenda for the regular CCDA meeting of September 18, 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 September 05, 2017 as printed.
- (b) All Claims as printed.

Motion by Kirtley, 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 6:03 P.M.



Sarah Sharp
City Clerk

**Minutes of Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma September 18, 2017**

CALL TO ORDER

Meeting called to order by Mayor Flanagan at 6:03 P.M.

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

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

Absent: None

Staff Present: Jim Thomas, Jonah Humes, Bryan Drummond, Sarah Sharp, Sheena Riley, Tim White, Suzan Maloy, Dale Williams, Tanya Andrews, David Jumper, Garrett Ball, Stan Brown, Tim White, Jill Ferenc.

ACCEPTANCE OF THE AGENDA

Motion by Hays, Second by Willis that the agenda for the regular CPWA meeting of September 18, 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 September 05, 2017.
- (b) All claims as printed.
- (c) Discussion and vote to Approve/Reject to solicit bids for a Hydra-Stop Insta-Valve. (Dale Williams)

(c) Williams explained the need for this piece of equipment and how useful it will be for water breaks and replacing old valves. Councilman Godwin encouraged Williams to open up the bid specifications for other types of equipment so the City can have the most options available.

Motion by Hays, second by Kirtley 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 a \$10,000 expenditure from the Claremore Public Works Authority to the Arena Co-Op or update and maintenance of facilities. (Jim Thomas)

The Rodeo has agreed to deed the property to the co-op. The County has agreed to contribute \$10,000.00 as well.

Motion by Godwin, second by Kirtley to approve a \$10,000.00 expenditure from the Claremore Public Works Authority to the Arena Co-Op or update and maintenance of facilities. 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 Godwin, second by DeMier 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 6:14 P.M.



Sarah Sharp
City Clerk

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma September 18, 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: Terry Willis, Ken Hays, Will DeMier, Brian Callender, Justin Michael, Susan Kirtley, Jeff Godwin, Scott Savage, Bill Flanagan

Absent: None.

Staff Present: Jim Thomas, Jonah Humes, Bryan Drummond, Sarah Sharp, Sheena Riley, Tim White, Suzan Maloy, Dale Williams, Tanya Andrews, David Jumper, Garrett Ball, Stan Brown, Tim White, Jill Ferenc.

ACCEPTANCE OF THE AGENDA

Motion by Kirtley, second by Hays that the agenda for the regular City Council meeting of September 18, 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 from Claremore Main Street regarding planned 2017/2018 FY Projects. (Jessica Jackson)

Jackson introduced the names of the new board members: Sara Lepak, an attorney for Quik Trip and Ethan Groff, the Vice President of Lending at RCB Bank.

Jackson spoke on current and future plans such as Bump out re-design to add some greenery. Kyle Clifton is currently working on designs. They were awarded Fresh Paint Days grant which they will be using tomorrow evening to paint Cranberry Merchant.

Jackson also discussed current Membership drive, volunteer recruitment, Historic District Plagues, façade grant applications, CBD Zoning, Launching new website, Cash mob, Food Truck Thursdays, Dickens of a Ride which has 120 registered already, Dickens on the Blvd, that will be adding Victorian fencing demonstration, Historic walk during the days, and Tales from the Top are taking it the next level.

There was also discussion about downtown businesses staying open after 5 pm.

(2) Presentation to Council regarding departmental overview of the Police Department and Animal Control Department. (Stan Brown)

Chief Brown introduced his department which include: Police Station- 38 Full Time Police Officers, 5 Full Time Supervisors and 1 Part time employee, 2 intern positions per RSU semester. Animal Control- 3 Full time officers with Jean Hurst being the supervisor. Brown also highlighted on the changes in the incident reporting which provides for more accurate accounting of the crimes that are occurring in our area.

MAYOR'S REPORT & APPOINTMENTS

None

CITY MANAGER REPORT

City Manager Jim Thomas informed the Council that the City sent 2 vehicles and 4 employees to help with the hurricane damage in Florida. They expect to have to stay a few more weeks so that all electricity is restored. Costs should be reimbursed from FEMA as they have in the past so the City will not have to foot the bill.

STAFF REPORTS

City Engineer Garrett Ball presented preliminary renderings of the transfer station master plan, which includes inmate facility for county jail, police shooting range. The inmate facility would include 4 greenhouses which would allow the jail to grow a majority of the food needs for jail inmates. Eventually the facility would house up to 80 inmates. These would be low level offenders that have been grated trustee status.

Transfer station and all sanitation functions will be housed in this facility. Trash trucks would be off loaded into semi-trucks and hauled to Cavana in Tulsa where they would be incinerated. Each semi will hold three sanitation trucks worth of trash. This will eliminate the wear and tear on the sanitation trucks, save on landfill costs, and free up workers to stay in town for longer periods instead of transporting to and from the landfill.

In future phases a public recycling center and brush disposal area will be added. As well as a sludge compost facility.

Jill will be starting on the zoning a special exemptions for the property. During that process all property owners within a certain radius will be notified. The goal is to have the transfer station fully operation by June 1st 2018.

CURRENT BUSINESS

(3) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on September 05, 2017.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay periods ending September 08, 2017 in the amount of \$459,942.15 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 to advertise and solicit bids for the CDBG #16751 2016 for sidewalk improvements. (Jill Ferenc)**

Motion by DeMier, second by Michael 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.

(4) Discussion and vote to Approve/Reject Ordinance #2017-____, repealing Sections 32.30-32.38 of Chapter 32 of the City of Claremore Code of Ordinances and amending Sections 1900-1905 of, and adding Section 1906 to Chapter 19 of Claremore-Rogers County Metropolitan Zoning Ordinance, all regarding the City of Claremore Board of Adjustment. (Jill Ferenc)

Motion by DeMier, second by Savage to approve Ordinance #2017-23, repealing Sections 32.30-32.38 of Chapter 32 of the City of Claremore Code of Ordinances and amending Sections 1900-1905 of, and adding Section 1906 to Chapter 19 of Claremore-Rogers County Metropolitan Zoning Ordinance, all regarding the City of Claremore Board of Adjustment. 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 Godwin 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 6:45 P.M.

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

Sarah Sharp
City Clerk