

Minutes of the Claremore Cultural Development Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma October 16, 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 (arrived at 6:13 P.M.), Ken Hays, Will DeMier, Bill Flanagan, Justin Michael, Susan Kirtley,

**Absent:** Jeff Godwin, Brian Callender, Scott Savage

**Staff Present:** Jim Thomas, Jonah Humes, Bryan Drummond, Sarah Sharp, Sheena Riley, Tim White, Suzan Maloy, Stan Brown, Jill Ferenc, Sean Douglas, Steve Cox, Mark Book, Milburn Litterall, Mitch Louderback

Pledge of Allegiance by all.

Invocation by Councilman Ken Hays

CCDA Trustees skipped to the Current Business section of the agenda at this time.

**ACCEPTANCE OF THE AGENDA**

Motion by Kirtley, second by Hays that the agenda for the regular CCDA meeting of October 16, 2017 be approved as written. Roll call vote: Hays, yes; DeMier, yes; Flanagan, yes; Michael, yes; and 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 October 02, 2017 as printed.
- (b) All Claims as printed.

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

**(2) Discussion and vote to Approve/Reject Healthy Contribution Program, which allows seniors on this participating health care program to exercise at the Recreation Center at a reduced cost to the participant. (Mitch Louderback)**

Louderback stated that participating seniors will only pay ½ of their monthly membership. If they work out more than three times within the month, their insurance will pay the remainder of their monthly membership fee.

Motion by Kirtley, second by Hays to approve participation in the Healthy Contribution Program, which allows seniors on this participating health care program to exercise at the Recreation Center at a reduced cost to the participant. Roll call vote: Hays, yes; DeMier, yes; Flanagan, yes; Michael, yes; and Kirtley, yes. Motion carried.

Motion by Flanagan, second by Michael to continue the CCDA meeting through the CPWA and Council Meeting agendas. Roll call vote: Hays, yes; DeMier, yes; Flanagan, yes; Michael, yes; and Kirtley, yes. Motion carried. Time 6:07 P.M.

Councilor Willis arrived at 6:13 P.M.

CCDA portion of the meeting resumed at 6:15 P.M. and the following items were addressed:

**AWARDS, PRESENTATIONS, AND COMMUNICATIONS**

Police Chief Stan Brown introduced two RSU interns that have been working with the Police Department. Tristan Morris is from Ringwood, OK and is attending RSU for his Justice Administration degree and minoring in Psychology. Josh Eclavea is attending RSU from South San Francisco, CA to obtain his Justice Administration Degree and is minoring in Sociology. Both have completed a 60 hour internship with the Claremore Police Department and were presented certificates of completion from Police Chief Stan Brown.

**Recognition of recently promoted Sgt. Mark Book. (Stan Brown)**

Police Chief Stan Brown recognized Sgt. Mark Book. The promotion process began in July and Book was selected for promotion to the rank of Sgt. Book was pinned by his wife Jennifer.

**CALL TO THE PUBLIC**

Those speaking:

**Randy Post, owner of Dunlap Wrecker 410 W. 5<sup>th</sup> St. Claremore**

Mr. Post presented maps of the area he owns and operates his businesses out of, as well as photos of the types of equipment they use to haul vehicles into their yards. Post stated if 6<sup>th</sup> Street railroad crossing is closed they will have to make considerable changes to be able to access their property. The new route they would have to use has low hanging lines

so he is concerned about that. They will not be able to navigate some of the turns in the residential neighborhoods.

Neoma Inman- 20612 S. 4120 Rd., Claremore, owner of Hydration Station  
If 6<sup>th</sup> Street RR Crossing is closed, her business will be on a dead end street. Ms. Inman states she has a petition of 311 people that live in the area and use the street that do not want the crossing closed. Inman states the town has been near gridlock many times and takes a long time to get around town, and believes that closing this crossing will back traffic up even more. She is requesting that this crossing not be closed, or that the issue is looked at further before a decision is made.

Gwen Noble-602 ½ S. Maryland Ave., Claremore  
Noble states she believes it is important that we keep the crossing open and that it will cost the citizens more to close that street. Noble believes there have been too many closures of crossings already and that there are not enough streets for the cars we have now.

Donna Kay Williams-14200 S. 4180 Rd., Claremore  
Ms. Williams states that she attended the rural water district meeting and they stated they have not heard from the City. Williams believes the City needs to contact them immediately. Williams also expressed her concerns as to what fencing will be placed around the property.

Camille Talley-14980 S. 4180 Rd., Claremore  
Ms. Talley states she is concerned about the environmental issues that could happen has contacted the EPA to see what can be done on the property. When landfill was operational, there were people in the area that had lots of health issue. Talley is concerned about the inmates being ½ mile from the school, as she has two children that go to that school. Not that it is not a good project, but this is not the right property for it. Talley states she feels ill informed.

David Stogsdill-11450 S. 4160 Rd., Claremore  
Tried to get answers and have not gotten straight answers. This is going into their neighborhood and would like to have answers and be a part of the solution not part of the problem. Mr. Stogsdill states he is disappointed in not getting answers or call backs and would like to see a committee formed with people that own property in the arrear. Stogsdill states profits the City could make could very well be tied up in litigation.

## ADJOURNMENT

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

Meeting adjourned at 6:39 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 October 16, 2017**

**CALL TO ORDER**

Meeting called to order by Mayor Flanagan at 6:07 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, Justin Michael, Susan Kirtley,

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

**Staff Present:** Jim Thomas, Jonah Humes, Bryan Drummond,  
Sarah Sharp, Sheena Riley, Tim White, Suzan Maloy,  
Stan Brown, Jill Ferenc, Sean Douglas, Steve Cox, Mark Book,  
Milburn Litterall, Mitch Louderback

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, Second by Micheal that the agenda for the regular CPWA meeting of October 16, 2017 be approved as written. Roll call vote: Hays, yes; DeMier, yes; Flanagan, yes; Michael, yes; and 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  
October 02, 2017.

(b) All claims as printed.

(c) Water Treatment Plant payments as follows:

Garver Engineering, Invoice # 15078300-24 \$55,460.00

UCI-Application # 24 \$131,993.57

Mayor Flanagan announced there was a discrepancy in the amount listed for item (c) for Garver Engineering. The amount will be corrected and placed on the next agenda.

Motion by Kirtley, second by Hays to approve the consent items as listed, excluding Garver Engineering Invoice listed in item (c). Roll call vote: Hays, yes; DeMier, yes; Flanagan, yes; Michael, yes; and Kirtley, yes. Motion carried.

#### **ADJOURNMENT**

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

Meeting adjourned at 6:08 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 October 16, 2017

**CALL TO ORDER**

Meeting called to order 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:** Terry Willis (arrived at 6:13 p.m.), Ken Hays, Will DeMier, Bill Flanagan, Justin Michael, Susan Kirtley,

**Absent:** Jeff Godwin, Brian Callender, Scott Savage

**Staff Present:** Jim Thomas, Jonah Humes, Bryan Drummond, Sarah Sharp, Sheena Riley, Tim White, Suzan Maloy, Stan Brown, Jill Ferenc, Sean Douglas, Steve Cox, Mark Book, Milburn Litterall, Mitch Louderback

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by Michael that the agenda for the regular City Council meeting of October 02, 2017 be approved as written. Roll call vote: Hays, yes; DeMier, yes; Flanagan, yes; Michael, yes; and Kirtley, yes. Motion carried.

Council skipped to the Current Business section of the agenda.

**CURRENT BUSINESS**

(2) Approve/Reject the following consent items:

(a) Minutes of the Regular Council Meeting on October 02, 2017.

(b) All claims as printed.

(c) Actual salary claims for pay periods ending October 07, 2017 in the amount of \$481,953.29 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.

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

**(3) Discussion and vote to Approve/Reject Ordinance #2017-\_\_\_\_, enacting and adopting the 2017 supplement to the Code of Ordinances for the City of Claremore, Oklahoma. (Sarah Sharp)**

Motion by Hays, second by Michael to approve Ordinance #2017-24, enacting and adopting the 2017 supplement to the Code of Ordinances for the City of Claremore, Oklahoma. Roll call vote: Hays, yes; DeMier, yes; Flanagan, yes; Michael, yes; and Kirtley, yes. Motion carried.

**(4) Discussion and vote to Approve/Reject bid on contract for sale and purchase of real estate between the City of Claremore (Seller) and BEDL Enterprises, LLC (Purchaser). (Jill Ferenc)**

**Councilor Willis arrived at 6:13 P.M., during the discussion of item #4.**

Planning Director Jill Ferenc stated the property was advertised to bid through sealed bid. There was one bid received and the bid fell within the appraised value range. Legal Counsel has been involved through the entire process, and all requirements have been met. It was noted there was a scrivener's error in the agenda posting, the name of the purchaser is BFDL Enterprises, LLC.

Motion by DeMier, second by Michael to approve the bid on contract for sale and purchase of real estate between the City of Claremore (Seller) and BFDL Enterprises, LLC (Purchaser). Roll call vote: Willis, abstain; Hays, yes; DeMier, yes; Flanagan, yes; Michael, yes; and Kirtley, yes. Motion carried.

Motion by Michael, second by Kirtley to continue the Council meeting until the CCDA meeting is complete. Roll call vote: Willis, yes; Hays, yes; DeMier, yes; Flanagan, yes; Michael, yes; and Kirtley, yes. Motion carried.

At 6:39 P.M. the City Council portion of the meeting resumed. The following items were discussed:

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

None.

#### **AWARDS, PRESENTATIONS, AND COMMUNICATIONS**

**(1) Presentation to Council regarding departmental overview of the Finance Department. (Suzan Maloy)**

Interim Finance and Budget Director Suzan Maloy highlighted the key functions and responsibilities of the Finance Department, including preparation and monitoring of the



budget, grant monitoring, Bond and debt payments, and collection of Sales Tax and Lodging Taxes. They oversee 50 departmental budgets, 36 funds, and 800 accounts.

### **MAYOR'S REPORT & APPOINTMENTS**

None

### **CITY MANAGER REPORT**

We are working with Commissioner Burrows on the Southaven project. The project will be going out to bid soon.

The bid on Country Club will open at the end of the month. OneGAS is on site and moving lines, as well as VVEC.

Transfer Station-there has been a lot of talk regarding the development. Due to the limited amounts of funds, transfer station will be main focus, geo-technical study has been ordered by the City Engineer.

DeMier-transfer station is the only item that has been discussed and planned at this time. The rest of the development will be in future plans.

Thomas-City has tried to plan better and more strategically. Number one priority is the transfer station.

6<sup>th</sup> Street closing-staff is still evaluating, staff will be cognizant of residents in the area. There have been no recommendations at this point

DeMier-6<sup>th</sup> street crossing- traffic study still being done

Thomas-will be looking at traffic study as well as the quality of life affected by the closing and the fiscal ties to it all as well. It's a \$400,00 price tag but there is still a lot of discussion taking place regarding this matter.

Winter Wonderland-The Tree lighting will be Dec 5<sup>th</sup>. Thomas recommend to move council meeting to the next week. Over \$50,000 has been raised in private funds so far. Have secured a 50 ft. tree.

ODOT changes in funding will not affect the Hwy 20 relocation and interchange with the turnpike are still on track.

### **STAFF REPORTS**

None.

## ADJOURNMENT

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

Meeting adjourned at 6:51 P.M.

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

Sarah Sharp  
City Clerk