

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma February 05, 2018**

**CALL TO ORDER**

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

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

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

**Absent:** Justin Michael, Bill Flanagan

**Staff Present:** Jim Thomas, Jonah Humes, Bryan Drummond,  
Sarah Sharp, Sheena Riley, Tim White, Jill Ferenc,  
Stan Brown, Dale Williams Daryl Golbek, Garrett Ball,  
Suzan Maloy, Greg Shelby, Chanda Hornaday

Pledge of Allegiance by all.

Invocation by: Rev. Paul Simpson, Memorial Heights Baptist Church

**Call to the Public**

**Those Speaking:**

**Wayne Keely-940 S. Muskogee Ave.**

Keely expressed his concern of the area of Muskogee St. He has lived there for 25 years and that section of road is very narrow and feels something needs to be done. Last Wednesday he stated that someone hit his mailbox almost hitting him; went through his yard then back to the street without ever slowing down. The road narrows from 20.4 feet to 19.8 in one area with 3 foot deep bar ditches. He feels the speed limit is excessive and needs something done before someone gets seriously hurt or killed.

**Randy Post- 410 W. 5<sup>th</sup> St.**

Post stated that his business (Dunlap Wrecker) has been in business since 1949. He is still concerned about the 6<sup>th</sup> Street Closing. He contacted a Railroad consultant but they haven't responded. He requested open records request and did not find any information on a guarantee of a quiet zone. He also expressed his disappointment that no one has been by his place to speak in person to him about the affects this will have on his business. He wants to know why there were no compiled list of the 300 complaints per his open records request for that or the list that Councilman Savage spoke of.

**Cathy Conger- 16305 E. 470 Rd.**

Owner of Estate Sales by Cat. She would like to receive 3 signs from the City plus their own signs for advertisement for their Estate Sales.

**Susie Kent- 306 N. Orphan Pryor, Ok**

Owner of Estate Sales by Susie Q. She would like to receive 6 signs plus 3 from the City for advertisement for their Estate Sales.

**Neoma Inman- 20612 S. 4120 Rd.**

Owner of Hydration Station. Shared her continued concerns of the 6<sup>th</sup> street railroad crossing being closed. She spoke with Carol Cook with Union Pacific and Cook expressed to her that they do not recommend closing of the crossing as it brings a 66.6 great risk. Cook also told her it will affect her business as she already knew it would. She has asked for a meeting with all Council Members and reached out to them with only 3 responses. She stated she was proud of Councilman Michael for defending the residents on this topic and would like to know why there has been a car counter on the tracks if the decision has already been made to close it.

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by Godwin that the agenda for the regular CCDA meeting of February 05, 2018 be approved as written. Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Callender, yes; Kirtley, yes; and 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 January 22, 2018 as printed.**
- (b) All Claims as printed.**

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

## ADJOURNMENT

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

Meeting adjourned at 6:17 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 February 05, 2018**

**CALL TO ORDER**

Meeting called to order by Deputy Mayor Willis at 6:17 P.M.

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

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

**Absent:** Justin Michael, Bill Flanagan

**Staff Present:** Jim Thomas, Jonah Humes, Bryan Drummond,  
Sarah Sharp, Sheena Riley, Tim White, Jill Ferenc,  
Stan Brown, Dale Williams Daryl Golbek, Garrett Ball,  
Suzan Maloy, Greg Shelby, Chanda Hornaday

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, Second by Godwin that the agenda for the regular CPWA meeting of February 05, 2018 be approved as written. Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Callender, yes; Kirtley, yes; and 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  
January 22, 2018.**

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

Motion by Savage, second by DeMier to approve the consent items as listed.

Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

## ADJOURNMENT

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

Meeting adjourned at 6:19 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 February 05, 2018**

**CALL TO ORDER**

Meeting called to order Deputy Mayor Willis at 6:19 P.M.

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

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

**Absent:** Justin Michael, Bill Flanagan

**Staff Present:** Jim Thomas, Jonah Humes, Bryan Drummond,  
Sarah Sharp, Sheena Riley, Tim White, Jill Ferenc,  
Stan Brown, Dale Williams Daryl Golbek, Garrett Ball,  
Suzan Maloy, Greg Shelby, Chanda Hornaday

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by Kirtley that the agenda for the regular City Council meeting of February 05, 2018 be approved as written. Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

**AWARDS, AND COMMUNICATIONS**

Claremore Main Street Projects update. **(Jessica Jackson)**

Jackson shared about the many new things they are working on along with beautification grants, improving the look of downtown, redesigning the bump outs, and crosswalk signage. Jackson also shared that they are having downtown hall meetings, appreciation events and awards and are always looking for volunteers.

**MAYOR'S REPORT & APPOINTMENTS**

**MAYOR'S REPORT**

None.

**APPOINTMENTS**

None.

## **Staff Report:**

City Manager Jim Thomas reminded Council that the City of Claremore-Rogers County Planning Commission have a joint meeting on February 12<sup>th</sup>, 2018 at 6 P.M. in the Council Chambers at City Hall.

### **CURRENT BUSINESS**

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

- (a) Minutes of the Regular Council Meeting on January 22, 2018.**
- (b) Minutes of the Special Council Meeting on January 17, 2018.**
- (c) All claims as printed.**
- (d) Actual salary claims for pay periods ending January 27, 2018 in the amount of \$463,722.93 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 Godwin to approve the consent items as listed. Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

#### **(2) Discussion and vote to Approve/reject the appointment of Chanda Hornaday as assistant minute's clerk. (Sarah Sharp)**

Motion by Godwin, second by Kirtley to approve the appointment of Chanda Hornaday as assistant minute's clerk. Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

#### **(3) Discussion and vote to Approve/reject the budget amendment for interfund transfer of \$6,100.00 to decrease from Fund 01 account # 01-025-53137 (Service & Labor) and Increase account # to Fund 23-000-53137 (Service & Labor) for CDBG 2016 & 2017 Sidewalk Projects. (Jill Ferenc)**

Motion by DeMier, second by Kirtley to approve the the budget amendment for interfund transfer of \$6,100.00 to decrease from Fund 01 account # 01-025-53137 (Service & Labor) and Increase account # to Fund 23-000-53137 (Service & Labor) for CDBG 2016 & 2017 Sidewalk Projects. Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

**(4) Discussion and vote to Approve/reject Resolution 2018-\_\_\_, authorizing the Mayor and Staff to sign documents related to the Claremore Community Development Block Grant for 17028 CDBG 17 for sidewalk improvements. (Jill Ferenc)**

Motion by Godwin, second by Callender to approve Resolution 2018-1, authorizing the Mayor and Staff to sign documents related to the Claremore Community Development Block Grant for 17028 CDBG 17 for sidewalk improvements. Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

**(5) Discussion and vote to Approve/reject electronic execution of documents for Claremore Community development Block Grant Project for 17028 CDBG 17 with the Oklahoma Department of Commerce (ODOC) (Jill Ferenc)**

Motion by Godwin, second by Callender to approve electronic execution of documents for Claremore Community development Block Grant Project for 17028 CDBG 17 with the Oklahoma Department of Commerce (ODOC). Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

**(6) Discussion and vote to Approve/reject Ordinance 2018-\_\_\_, amending Chapter 113 of Title XI of the Claremore Code of Ordinances regarding residential sales. (Jill Ferenc)**

Councilman Savage stated that they pay sales tax and we need to be more welcoming of them and more respectful. They need more signage for their loyal customer base.

Motion by Savage, second by Kirtley to approve Ordinance 2018-3 amending Chapter 113 of Title XI of the Claremore Code of Ordinances regarding residential sales as presented with the change of off premise signs listed in section 113.07 2b to be increased from 2 signs to 6 signs. Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

**(7) Discussion and vote to approve/reject change order for extension of 2016 CDBG Sidewalk Project. Deducting 150 linear feet of sidewalk and two ADA ramps at the intersection of Muskogee & 10<sup>th</sup> and extending one section of sidewalk along Chickasaw between 10<sup>th</sup> & 11<sup>th</sup> streets and installing two ADA ramps. (Garrett Ball)**



Motion by Savage, second by Godwin to approve change order for extension of 2016 CDBG Sidewalk Project. Deducting 150 linear feet of sidewalk and two ADA ramps at the intersection of Muskogee & 10<sup>th</sup> and extending one section of sidewalk along Chickasaw between 10<sup>th</sup> & 11<sup>th</sup> streets and installing two ADA ramps. Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

**(8) Discussion and vote to approve/reject to award construction contract for Southaven Road Improvements. (Garrett Ball)**

Motion by Kirtley, second by Savage to approve to award construction contract for Southaven Road Improvements to Paragon Contractors in the amount of \$1,744,954.80. the Roll call vote: Willis, yes; Hays, yes; Godwin, yes; DeMier, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

**ADJOURNMENT**

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

Meeting adjourned at 6:55 P.M.



Sarah Sharp  
City Clerk