

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma June 18, 2018**

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, Herb McSpadden, Will DeMier, Bill Flanagan, Brian Callender, Susan Kirtley, Scott Savage

Absent: Justin Michael

Staff Present: Jim Thomas, Jonah Humes, Bryan Drummond, Sarah Sharp, Dale Williams, Jill Ferenc, Daryl Golbek, David White, Suzan Maloy, Larry Hughes, Stacey Dowden, Tanya Andrews, Stan Brown, Sean Douglas, Steve Cox, John Feary, Cassie Grettner, Brian Burnett, Milburn Litterell, Aaron Stromeyer, Donnie Parker, Josiah Moore, and Joshua Hewitt

Pledge of Allegiance by all.

Invocation by: Retired Pastor Paul Simpson

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

Swearing in of newly hired Police Officers Aaron Stromeyer, Donnie Parker, Josiah Moore, and Joshua Hewitt by Police Chief Stan Brown.

Call to the Public

None.

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Kirtley that the agenda for the regular CCDCA meeting of June 18, 2018 be approved as written. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, 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 June 04, 2018 as printed.**
- (b) All Claims as printed.**

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

(2) Discussion and vote to approve the donation of 14 sets of bleachers from the Claremore Cultural Development Authority to the Claremore Public Works Authority. (Tanya Andrews)

Motion by DeMier, second by McSpadden to approve the donation of 14 sets of bleachers from the Claremore Cultural Development Authority to the Claremore Public Works Authority. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:16 P.M.



Sarah Sharp
City Clerk

**Minutes of Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma June 18, 2018**

CALL TO ORDER

Meeting called to order by Mayor Flanagan at 6:16 P.M.

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

Present Terry Willis, Ken Hays, Herb McSpadden, Will DeMier, Bill Flanagan, Brian Callender, Susan Kirtley, Scott Savage

Absent: Justin Michael

Staff Present: Jim Thomas, Jonah Humes, Bryan Drummond, Sarah Sharp, Dale Williams, Jill Ferenc, Daryl Golbek, David White, Suzan Maloy, Larry Hughes, Stacey Dowden, Tanya Andrews, Stan Brown, Sean Douglas, Steve Cox, John Feary, Cassie Grettner, Brian Burnett, Milburn Litterell, Aaron Stromeyer, Donnie Parker, Josiah Moore, and Joshua Hewitt

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Kirtley that the agenda for the regular CPWA meeting of June 18, 2018 be approved as written. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, 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 June 04, 2018.**
- (b) All claims as printed.**
- (c) Acceptance of DEQ permit No. WL000066180188 for construction of 51 linear feet of six (6) inch PVC potable water line and all appurtenances to serve FKC Claremore located at 225 S. Brady St. (Jim Thomas)**
- (d) Acceptance of DEQ permit No. SL0000661803189 for the construction of 284 linear feet of eight (8) inch PVC sanitary sewer line and all appurtenances to serve FKC Claremore located at 225 S. Brady St. (Jim Thomas)**

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

(2) Discussion and vote to Approve/Reject Amendment 1 to Services Contract between GE Energy Management Services Inc. and Claremore Public Works Authority. (Jim Thomas)

Hughes-2 elements of original contracted have been removed from the project with this amendment, which are the customer pre-pay option and the outage notification. This will save the City \$1 million over the course of 10 years and will allow GE to fulfill their contract and turn the system over to the City and the City will begin paying for the system. Staff will be bringing forth other options through 3rd party vendors to fulfill these options in the future. Meters are being read more consistently with the new system. Electric linemen are no longer shutting down operations 2 days a month to do turn offs, which allows them to stay in the field and focus on electric improvements. The time outages last have been decreased by the new system. Customers are not being charged extra for the new system and the City has not paid for the system, as the original contract was for a turnkey product. Once this amendment is passed, the 10 year period will begin. Per unit rate is decreasing. Line loss has went from over 11% to 5%.

Motion by McSpadden, second by Hays to approve Amendment 1 to Services Contract between GE Energy Management Services Inc. and Claremore Public Works Authority. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

(3) Discussion and vote to Approve/Reject CPWA Resolution #2018-____, regarding the donation of fourteen sets of aluminum bleachers received from the Claremore Expo Center to the Rodeo Arena Interlocal Cooperative. (Tanya Andrews)

Motion by DeMier, second by McSpadden to approve CPWA Resolution #2018- 2, regarding the donation of fourteen sets of aluminum bleachers received from the Claremore Expo Center to the Rodeo Arena Interlocal Cooperative. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:35 P.M.

A handwritten signature in cursive script that reads "Sarah Sharp". The letters are fluid and connected, with a prominent loop at the end of the word "Sharp".

Sarah Sharp
City Clerk

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma June 18, 2018**

CALL TO ORDER

Meeting called to order Mayor Flanagan at 6:35 P.M.

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

Present Terry Willis, Ken Hays, Herb McSpadden, Will DeMier, Bill Flanagan, Brian Callender, Susan Kirtley, Scott Savage

Absent: Justin Michael

Staff Present: Jim Thomas, Jonah Humes, Bryan Drummond, Sarah Sharp, Dale Williams, Jill Ferenc, Daryl Golbek, David White, Suzan Maloy, Larry Hughes, Stacey Dowden, Tanya Andrews, Stan Brown, Sean Douglas, Steve Cox, John Feary, Cassie Grettner, Brian Burnett, Milburn Litterell, Aaron Stromeyer, Donnie Parker, Josiah Moore, and Joshua Hewitt

ACCEPTANCE OF THE AGENDA

Motion by Callender, second by DeMier that the agenda for the regular City Council meeting of June 18, 2018 be approved with the correct to consent item (f) to read \$28,963. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

None.

MAYOR'S REPORT & APPOINTMENTS

Mayor Flanagan reported the jail committee has met and issued a 28 page report. They have recommended a pre-release program be approved, and taking some administration offices out of the jail to be turned into holding areas. Committee will continue to meet and find improvements to the system.

STAFF REPORTS

(1) Presentation by Steven Sears of Inframark regarding the progress of the water line flushing program.

Sears presented information showing that in 2016 the City installed tower mixers and began looping dead end lines. In 2017 Inframark introduced a new product that helped bring the TTHM's down even further, but several readings were still non-compliant. In 2018 the new WTP was brought online, which allows water to be treated at a lower rate, line flushing program began, first 2 quarters in all 4 testing sites have been in compliance.

City Manager Report- Drone video footage of Southaven and Country Club project was shown. Estimated completion date for the complete project is October.

CURRENT BUSINESS

(2) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on June 04, 2018.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay period ending June 02, 2018 in the amount of \$460,428.57 and estimated salary claims to include contractual agreement 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 of Partial Lump Sum payment for Dennis Brown in the amount of \$14,000 from Oklahoma Municipal Retirement Fund. (Jim Thomas)**
- (e) Approval of agreement renewal with Cox Oklahoma Telecom, L.L.C., dba Cox Communications for enhanced E911 Service.**
- (f) Renewal of annual Agreement with The Metropolitan Environmental Trust (M.e.t.) in the amount of \$29,963.00 for household hazardous waste collection and recycling services. (Jonah Humes)**

Motion by Kirtley, second by Hays to approve the consent items, with the noted correction to item (f) to be \$28,963.00. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

(3) Discussion and vote to Approve/Reject Resolution #2018-____, approving the incurrence of indebtedness by the Claremore Industrial and Economic Development Authority by the issuance of its promissory note and other evidence of indebtedness in the amount of \$1,100,000 and authorizing waiver of competitive bidding and the sale thereof to BancFirst Claremore. (John Feary)

CIEDA Director John Feary spoke concerning the project:

The property is located at 2205 East L. Anderson Blvd. and has been vacant since March 2017. The buildings contain 52,000 square feet and sit on 6.1 acres. The Roofs and HVAC systems have all been inspected. The have a tenant lined up to rent the facility, for a 2 year lease with option to purchase at fair market value.

Motion by DeMier, second by Hays to approve Resolution #2018- 3, approving the incurrence of indebtedness by the Claremore Industrial and Economic Development Authority by the issuance of its promissory note and other evidence of indebtedness in the amount of \$1,100,000 and authorizing waiver of competitive bidding and the sale thereof to BancFirst Claremore. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

(4) Discussion and vote to Approve/Reject renewal of property insurance policy for the FY 2018/2019 with Chubb Group of Insurance Companies in the amount of \$218,371.00 without the terrorism premium, or \$225,830.00 to include the terrorism premium. (Dave Burrows/Sarah Sharp)

Dave Burrows was present to review the aspects of the policy.

Motion by DeMier, second by Kirtley to approve the renewal of property insurance policy for the FY 2018/2019 with Chubb Group of Insurance Companies in the amount of \$218,371.00 without the terrorism premium. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

(5) Discussion and vote to Approve/Reject renewal of Pelivan Transit Contract with Grand Gateway Economic Development Association for FY 2018/2019 in the amount of \$95,000.00.(Stacey Dowden)

Motion by Hays, second by Willis to approve the renewal of Pelivan Transit Contract with Grand Gateway Economic Development Association for FY 2018/2019 in the amount of \$95,000.00. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

(6) Presentation of annual report for Claremore Main Street for FY 2017/2018 activities. (Jessica Jackson)

Presentation by Jackson detailing the events, fundraising, volunteer hours, economic impact, private donation, jobs created, and other statistics for the FY 2017/2018.

(7) Discussion and vote to Approve/Reject annual contract with Claremore Main Street for FY 2018/2019 in the amount of \$35,000.00. (Jim Thomas)

Mayor Flanagan stated he would be abstaining from the votes regarding Main Street due to the fact that his wife is on the Board.

Motion by Kirtley, second by McSpadden to approve the annual contract with Claremore Main Street for FY 2018/2019 in the amount of \$35,000.00. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, abstain; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

(8) Discussion and vote to Approve/Reject Resolution # 2018-___, supporting continued participation in the Oklahoma Main Street Program. (Jim Thomas)

Motion by DeMier, second by Hays to approve Resolution # 2018- 4, supporting continued participation in the Oklahoma Main Street Program. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, abstain; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

(9) Discussion and vote to Approve/Reject Ordinance #2018-___, vacating the Southerly 6 feet of the Northerly 17.5 Foot Utility Easement of Lot 16, Block 2, of the Gates at Heritage Hills, an addition to the City of Claremore, Rogers County, Oklahoma, according to the recorded plat thereof. (Jill Ferenc)

Motion by Willis, second by McSpadden to approve Ordinance #2018- 12, vacating the Southerly 6 feet of the Northerly 17.5 Foot Utility Easement of Lot 16, Block 2, of the Gates at Heritage Hills, an addition to the City of Claremore, Rogers County, Oklahoma, according to the recorded plat thereof. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

(10) Discussion and vote to Approve/Reject General Liability and Vehicle Insurance renewal with Oklahoma Municipal Assurance Group (OMAG) in the amount of \$171,849.00 for FY 2018/2019.(Sarah Sharp)

Motion by DeMier, second by Hays to approve General Liability and Vehicle Insurance renewal with Oklahoma Municipal Assurance Group (OMAG) in the amount of \$171,849.00 for FY 2018/2019. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

EXECUTIVE SESSION

(1) Approve/Reject going into executive session to discuss the following item:

(a) Discussing collective bargaining labor negotiation proceedings concerning the Claremore Police Union, FOP Lodge #112, pursuant to Oklahoma Statute Title 25, Section 307 (b) (2). (Jim Thomas/Stan Brown)

(2) Executive session to discuss above item (a).

Motion by McSpadden, second by Kirtley to approve entering into executive session to discuss item (a). Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

Council entered executive session at 7:45 P.M.

Council exited executive session at 8:01 P.M.

(3) Regular session.

Motion by Hays, second by Kirtley to acknowledge return to regular session. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

(4) Statement of executive session minutes.

Statement of executive session minutes by Attorney Bryan Drummond:

While in executive session, the Council discussed the collective bargaining labor negotiation proceedings concerning the Claremore Police Union, FOP Lodge #112, pursuant to Oklahoma Statute Title 25, Section 307 (b) (2). All Council members present at the meeting were present in executive session, as well as the City Manager, City Attorney, Police Chief, and the Assistant to the City Manager. No votes were cast and other matters were discussed.

(5) Discussion and possible action regarding the 2018/2019 Collective Bargaining Agreement between the City of Claremore and the Claremore Police Union, FOP Lodge #112.

Motion by DeMier, second by Callender to approve the contract with a 3% COLA raise n definition added to Section 9. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 8:04 P.M.

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

Sarah Sharp
City Clerk