

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma November 19, 2018**

CALL TO ORDER

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

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

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

Absent: Herb McSpadden

Staff Present: Jim Thomas, Bryan Drummond, Jonah Humes, Sarah Sharp, Jill
Ferenc, Tim White, Joe Kays, Larry Hughes, Stan Brown, Lisa Wilson

Pledge of Allegiance by all.

Invocation by: John Ray, Destiny Life Church

CALL TO THE PUBLIC

Ray Watts- American Legion Post 141

Mr. Watts talked about the Wreaths Across America program and invited the Mayor to speak December 15th at 11 am. They are selling wreaths to decorate the graves of veterans.

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by DeMier that the agenda for the regular CCDA meeting of November 19, 2018 be approved as written. Roll call vote: Lewis, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, 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 November 05, 2018 as printed.**
- (b) All Claims as printed.**

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

ADJOURNMENT

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

Meeting adjourned at 6:08 P.M.



Sarah Sharp, CMC
City Clerk

**Minutes of Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma November 19, 2018**

CALL TO ORDER

Meeting called to order by 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: Jennifer Lewis, Ken Hays, Bill Flanagan, Justin Michael, Will DeMier,
Brian Callender, Susan Kirtley, Scott Savage

Absent: Herb McSpadden

Staff Present: Jim Thomas, Bryan Drummond, Jonah Humes, Sarah Sharp, Jill
Ferenc, Tim White, Joe Kays, Larry Hughes, Stan Brown, Lisa Wilson

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by DeMier that the agenda for the regular CPWA meeting of November 19, 2018 be approved as written. Roll call vote: Lewis, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, 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
October 15, 2018.**

(b) All claims as printed.

**(c) Request to send out an RFP for a Cost of Service and Rate Design Study for
Electric. (Larry Hughes)**

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

ADJOURNMENT

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

Meeting adjourned at 6:21 P.M.

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

Sarah Sharp, CMC
City Clerk

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma November 19, 2018**

CALL TO ORDER

Meeting called to order by Mayor Flanagan at 6:21 P.M.

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

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

Absent: Herb McSpadden

Staff Present: Jim Thomas, Bryan Drummond, Jonah Humes, Sarah Sharp, Jill
Ferenc, Tim White, Joe Kays, Larry Hughes, Stan Brown, Lisa Wilson

ACCEPTANCE OF THE AGENDA

Motion by Kirtley, second by Callender that the agenda for the regular City Council meeting of November 19, 2018 be approved as written. Roll call vote: Lewis, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

None.

MAYOR'S REPORT & APPOINTMENTS

Today the Finance Committee met to go over the year end financials. The final audit should be complete by the end of the year.

STAFF REPORTS

City Manager Jim Thomas-

City Hall will be closed Thursday and Friday for the Thanksgiving holiday. Next Monday is the Tree Lighting at the Expo at 6 p.m. There will be food trucks, Cherokee Nation and RSU Choirs will be there and there will be many activities for the kids.

Thomas stated he will be sending an invitation to Council for the Christmas Employee Luncheon on December 7th at 11:30 a.m. at the Conference Center.

Jim and his wife will be holding a holiday open house on December 18th. He will be sending out invitations.

Council retreat to be held after the first of the year. Department heads will be gathering information on their upcoming projects to present to council in detail before the budget gets put together.

Jim will be out over the Christmas holiday for knee surgery.

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on October 15, 2018.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay period ending November 03, 2018 in the amount of \$475,991.60 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) Contract for sale and purchase of real estate between the City of Claremore and Wilma J. Hinds, Stoney R. Hinds and Ginger Hinds, Stacy L. Hinds and Suzanne R. Hinds, and Scott O. Hinds on West Country Club and South 4120 Road. (Jim Thomas)**
- (e) Settlement agreement between the City of Claremore and Stoney Hinds and Ginger Hinds in the amount of \$6,000.00 regarding improvements of Country Club Road and their driveway. (Jim Thomas)**
- (f) Driveway easement agreement between the City of Claremore and Stoney R. Hinds and Ginger Hinds. (Jim Thomas)**
- (g) Approve endorsement of the 2019 Tulsa Regional Chamber One Voice Legislative Agenda. (Jim Thomas)**

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

(2) Discussion and vote to Approve/Reject Ordinance No 2018-24, enacting and adopting the 2018 supplement to the Code of Ordinances for the City of Claremore, Oklahoma. (Sarah Sharp)

Motion by DeMier, second by Kirtley to approve Ordinance No 2018-24 to enact and adopt the 2018 supplement to the Code of Ordinances for the City of Claremore, Oklahoma. Roll call vote: Lewis, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

(3) Discussion and vote to Approve/Reject Ordinance No. 2018-25, amending sections 99.15, 99.21, 99.26, and 99.28 of the Ordinances of the City of Claremore regarding boating permits, fishing permits, picnic shelter rental, and use of the enclosed fishing dock. (Joe Kays)

Prices have not been increased since 2009. Effective date will be January 1, 2019.

Motion by DeMier, second by Kirtley to approve Ordinance No 2018- 25, amending sections 99.15, 99.21, 99.26, and 99.28 of the Ordinances of the City of Claremore regarding boating permits, fishing permits, picnic shelter rental, and use of the enclosed fishing dock. Roll call vote: Lewis, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

(4) Discussion and vote to Approve/Reject Ordinance No. 2018-26, amending section 93.04 of the Ordinances of the City of Claremore regarding Cemetery Fees. (Joe Kays)

Fees have not been increased since 2000. Surveyed local cemeteries for their prices. Effective date will be January 1, 2019.

Motion by Kirtley, second by Michael to approve Ordinance No 2018- 26 amending section 93.04 of the Ordinances of the City of Claremore regarding Cemetery Fees. Roll call vote: Lewis, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

(5) Discussion and vote to Approve/Reject amended service agreement between the City of Claremore and Meshek & Associates, LLC for consulting and project management services for the FEMA Hazard Mitigation Grant Program for voluntary acquisition project (FEMA 4222-DR OK, Project #037). (Jill Ferenc)

Motion by DeMier, second by Hays to approve amended service agreement between the City of Claremore and Meshek & Associates, LLC for consulting and project management services for the FEMA Hazard Mitigation Grant Program for voluntary acquisition project (FEMA 4222-DR OK, Project #037). Roll call vote: Lewis, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:42 P.M.

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

Sarah Sharp, CMC
City Clerk