

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma January 22, 2019**

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

Absent:

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Tim White, Larry Hughes, Dale Williams, Stan Brown, Jonah Humes, Sean Douglas, John Feary, Suzan Maloy, Garrett Ball

Pledge of Allegiance by all.

Invocation by: Tim McHugh, Claremore First United Methodist Church

CALL TO THE PUBLIC

John Feary, Executive Director Claremore Industrial and Economic Development Authority (CIEDA)

Feary spoke to the electric rate study from an economic development point of view. Manufacturers have been asking for this for a long time. This will help provide a more reliable and affordable product for our manufacturers and allows Claremore to be a more competitive and viable community.

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Kirtley that the agenda for the regular CCD A meeting of January 22, 2019 be approved as written. Roll call vote: Lewis, yes; Hays, yes; McSpadden, 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 January 07, 2019 as printed.**
- (b) All Claims as printed.**

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

ADJOURNMENT

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

Meeting adjourned at 6:03 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 January 22, 2019**

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

Absent:

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Tim White, Larry Hughes, Dale Williams, Stan Brown, Jonah Humes, Sean Douglas, John Feary, Suzan Maloy, Garrett Ball

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by DeMier that the agenda for the regular CPWA meeting of January 22, 2019 be approved as written. Roll call vote: Lewis, yes; Hays, yes; McSpadden, 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 December 17, 2018.

(b) Request to accept Guernsey as the firm to provide the Cost of Service and Rate Design Study.

(c) Renew pricing on Annual Transformers from Wiley Transformer Company as follows:

- Schedule I – Single Phase Pole Mount Transformers Reconditioned - \$5,920.00
 - Schedule II – Single Phase Pad Mount Transformers Reconditioned - \$14,951.00
 - Schedule III – Three Phase Pad Mount Transformers Reconditioned - \$287,075.00
 - Schedule IV – Single Phase Pole Mount Transformer Repair - \$8,455.00
 - Schedule V – Single Phase Pad Mount Transformer Repair- \$18,900.00
 - Schedule VI – Three Phase Pad Mount Transformer Repair - \$132,610.00
- (Larry Hughes).

(d) All claims as printed.

Electric Director Larry Hughes:

The cost of service study will assess the fixed cost of services, establish different rate structures for users depending on consumption, etc. This study is being made possible through the GE system installed and the information being collected through the system. There is no record of this ever being done by the City. This will better help meet the needs of the customers, provides economic development for large industrial users. Jerry Cook of GRDA was present; GRDA will be awarding \$6,000 grant to go towards the cost of the study. Guernsey is an Oklahoma company that has a lot of experience in this area. \$16,500 was the base price, and there may be other options that we will want to add to the scope. Total cost should not exceed \$50,000. Claremore will be the first of the 17 cities GRDA services to do this. It will take 12-16 weeks to complete study.

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

(2) Approve/Reject Change Order #1 for Valley View Drive Sanitary Sewer Replacement Project (Garrett Ball).

City Engineer Garrett Ball:

The \$12,902 increase includes work to excavate a portion of line that has sagging and needs to be dug up and replaced. Ball showed video of camera footage in the line before and after project was completed. HDP pipe was used for the project and has a life expectancy is 100 years. Hope to have project completed in 2-3 weeks

Councilman Savage:

This is in his ward and he has gotten numerous thank yous from the residents in this area. They have been very pleased with the outcome of the project. The contractor did a great job on this project.

Motion by DeMier, second by Hays to approve Change Order for Sewer Replacement. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

(3) Approve/Reject Task Order #3 with Wood PLC for additional work on the Claremore Lake Dam (Garrett Ball).

Engineer Garrett Ball:

Engineering costs for raw water intake repairs needed at Claremore Lake Dam. The upper intake valve, lower intake valve and sluice gate intake are all nonfunctional. Upper intake is frozen in an open position, lower intake is frozen in a closed position. Will include some work on spillway and tunnel that runs through the earthen dam.

Motion by Kirtley, second by Savage to approve Task Order #3 for work on Claremore Lake Dam. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:35 P.M.



Sarah Sharp, CMC
City Clerk

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma January 22, 2019**

CALL TO ORDER

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

Absent:

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Tim White, Larry Hughes, Dale Williams, Stan Brown, Jonah Humes, Sean Douglas, John Feary, Suzan Maloy, Garrett Ball

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by DeMier that the agenda for the regular City Council meeting of January 22, 2019 be approved as written. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

Thomas reminded Council of the special meeting next Tuesday evening to discuss Capital Improvements with department heads for the 2019/2020 budget year. The meeting will be held at the Carolyn Taylor Center in president's conference room at 6:00 p.m.

MAYOR'S REPORT & APPOINTMENTS

Councilman DeMier wanted to relay to Public Infrastructure supervisor Dale Williams and his crews the thanks of the residents in the Turnberry addition for the sewer improvements in the area. Even with the large amounts of rain we have received in the past few weeks, they have had no issues.

Mayor Flanagan wanted to let Williams know that he was stopped and church by a friend of his and he wanted to have the Mayor express his thanks to the Water/Sewer staff for their work on the water break last week. It was a terrible break in terrible

weather and he just wanted to let the guys know that he appreciated their hard work and dedication to get the job done in the worst conditions. The Mayor expressed his thanks as well and asked that Williams relay the thanks to his crews.

(1) Approve/Reject the re-appointment of Stanton Harrell as the Municipal Court Judge to serve a term beginning February 1, 2019 and expiring January 31, 2021, at a salary of \$24,000 per year (Sarah Sharp).

Motion by DeMier, second by Lewis to approve Stanton Harrell as Municipal Court Judge. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

(2) Approve/Reject the re-appointment of Todd Willhoite as the Alternate Municipal Court Judge to serve a term beginning February 1, 2019 and expiring January 31, 2021, at a set fee of \$300 per court date (Sarah Sharp).

Motion by Hays, second by McSpadden to approve the of Stanton Harrell as Municipal Court Judge. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

STAFF REPORTS

Police Chief Stan Brown:

Brown announced that former dispatcher Curt Daniels passed away. Daniels served many years under former Chief Mickey Perry.

Brown stated the Citizens Police Academy starts in February. Brown encouraged any council members that have not been through the program to participate.

(3) Recognition of Officer Brian Burnett for Life Saving Award (Infant CPR).

Burnett was at Heritage Hills Golf Course working on a report when a young mother ran up to his patrol vehicle with her infant that was choking. Burnett performed infant CPR on child, saving his life. The child had choked on a piece of Halloween decoration.

(4) Recognition of Officers' Bobby Hagen and Nate Turman for Bravery and Valor (attempted fire rescue of an infant).

Hagen and Turman arrived at a structure fire at Valley View and received information that a child was in structure. They entered the burning structure in order to seek the child.

CURRENT BUSINESS

(5) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on January 07, 2019.**
- (b) Minutes of the Special Council Meeting on January 14, 2019.**
- (c) All claims as printed.**
- (d) Actual salary claims for pay period ending December 29, 2018 in the amount of \$486,707.36 and pay period ending January 12, 2019 in the amount of \$489,408.58 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, and United Way Contributions for the next pay period in the amount of \$500,000. Payroll at \$500,000 amount to include payables.**
- (e) 2018 4th Quarter 911 Report.**

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

(6) Approve/Reject Resolution 2019-1, accepting beneficial interest in the Rogers County Criminal Justice Authority under the amended and restated Declaration of Trust (Bill Flanagan).

Mayor Flanagan stated the authority has been having trouble getting a quorum for meetings. Currently each participating City has a vote on the trust. All Mayors are on committee, and most of the Mayors have a full time job and are not able to make the meetings on a regular basis. The proposed changes will change the board to the 3 County Commissioners, city of Claremore Mayor, and 2 Mayors from the County that will be appointed by the Commissioners.

Motion by DeMier, second by Callender to approve Resolution 2019-1, accepting beneficial interest in the Rogers County Criminal Justice Authority. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

(7) Approve/Reject the beneficial interest in the trust created by the Amended and Restated Declaration of Trust of Rogers County Criminal Justice Authority, dated May 1, 1997, as amended by the First Amendment to Amended and Restated Declaration of Trust dated as of October 1, 2014, and as amended by the within and foregoing Second Amendment to Amended and Restated Declaration of Trust.

Motion by Kirtley, second by Callender to approve accepting beneficial interest in the Rogers County Criminal Justice Authority. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:50 P.M.

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

Sarah Sharp, CMC
City Clerk