

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma February 04, 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 (arrived at 6:02 p.m.), Bill Flanagan, Brian Callender, Justin Michael, Will DeMier, Susan Kirtley, Scott Savage

Absent:

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Tim White, Stan Brown, Stacey Dowden, Lisa Wilson, Suzan Maloy, Jill Ferenc, Garrett Ball

Pledge of Allegiance by all.

Invocation by: Councilman Hays

CALL TO THE PUBLIC

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by DeMier that the agenda for the regular CCDA meeting of February 04, 2019 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 January 22, 2019 as printed.**
- (b) All Claims as printed.**

Councilman McSpadden arrived to the meeting at 6:02 p.m.

Motion by Kirtley, second by Michael 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 DeMier, second by Michael 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 6:02 P.M.

A handwritten signature in black ink that reads "Sarah Sharp". The signature is written in a cursive, flowing style.

Sarah Sharp, CMC
City Clerk

**Minutes of Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma February 04, 2019**

CALL TO ORDER

Meeting called to order by Mayor Flanagan at 6:02 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, Stan Brown
Stacey Dowden, Lisa Wilson, Suzan Maloy, Jill Ferenc, Garrett Ball

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Michael that the agenda for the regular CPWA meeting of February 04, 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
January 22, 2018.**

(b) All claims as printed.

Motion by Kirtley, second by Michael 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 Callender, 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 6:04 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 February 04, 2019**

CALL TO ORDER

Meeting called to order by Mayor Flanagan at 6:04 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, Stan Brown, Stacey Dowden, Lisa Wilson, Suzan Maloy, Jill Ferenc, Garrett Ball

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Michael that the agenda for the regular City Council meeting of February 04, 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

(1) Update and year-end report for the Senior Citizens Center. (Stacey Dowden)

Served 37,576 lunches last year-4,500 increase over last year

42,518 people served-6,500 over last year

Residents are coming in from Pryor, Chouteau, Locust Grove, Bixby, Owasso, as well as Rogers County towns. People are coming for the activities that the center offers. They have exercise classes, line dancing, bingo, various card games, as well as arts and crafts.

Cherokee Nation comes monthly to do blood pressure checks. They have added a computer for public use and it is being used quite a bit. TU nursing program is using the facility as a training opportunity. The nursing students come in the spring semester and practice doing patient interviews with the seniors and then come back later in the month for free health checks.

(2) Update and year-end report from Claremore Main Street. (Jessica Jackson)

Jackson highlighted the organization's activities for 2018:

Alley Activation 2025, Music on Main, Local and State Grants, Business Recruitment, Expansion and Retention Plan was completed with CIEDA and Northeast Tech,

consultations for businesses, State Main Street Staff visited the Main Street restaurants and consulted with management and staff on best practices and customer service, Main Street Board participated in a strategic frameworking session. Jackson highlighted nominations for State Main Street awards and upcoming events. Since its inception in 2002, there has been over \$20.9 million re-invested in downtown and over 30,000 volunteer hours have been logged. Jackson sadly announced that she has taken another position and will be leaving Claremore Main Street as of March 1st.

The Council thanked Jackson for all of her hard work in Claremore and wished her well in her new endeavors.

MAYOR'S REPORT & APPOINTMENTS

CITY MANAGER'S REPORT

Thomas reminded Council the Strategic Planning Meeting-Second will be held on 2/12 at 6 pm at RSU to finish hearing from the departments that did not get to present at the last meeting due to time constraints. A light meal will be provided.

STAFF REPORTS

CURRENT BUSINESS

(3) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on January 22, 2019.**
- (b) Minutes of the Special Council Meeting on January 29, 2019.**
- (c) All claims as printed.**
- (d) Actual salary claims for pay period ending January 26, 2019 in the amount of \$487,956.74 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) Approval of Oklahoma Municipal Retirement Fund (OMRF) retirement payments for Donald G. Burgess.**
- (f) Approval of OMRF contribution pension payments for Cynthia Kausek.**

Motion by Hays, 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.

(4) Approve/Reject to award the construction contract for re-roofing of the main Public Works building to S.H. Vaughn Construction including the base bid and Add Alternate #1 for a total contract amount of \$120,780.

Six bids were received through sealed bid. Add alternate included guttering and downspouts. S.H. Vaughn is based out of Moore and was one of only two bidders to actually look at the project before bidding. References were checked.

The old metal will be removed and new insulation and new metal will be installed. The insulation, metal and screws will be better grade than currently on the building.

Motion by Kirtley, second by Callender to approve awarding contract to S.H. Vaughn. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

(5) Proposed Executive Session for the purpose of confidential communication between the Claremore City Council and its attorney(s) concerning *The City of Claremore v. Bledsoe, et al*, Rogers County District Case No. CV-2016-48, the City Council having been advised by its attorney(s) that disclosure will seriously impair the ability of the City to proceeding in the public interest, as authorized by OKLA. STAT. tit. 25, § 307(B)(4).

a. Vote to convene in Executive Session

Time In: 6:30 pm

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

b. Vote to acknowledge return to Open Session

Time Out: 6:45 p.m.

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

c. Statement of Executive Session minute.

Statement of executive session minutes was read by City Attorney Bryan Drummond: While in executive session the Council conducted confidential communication between the Claremore City Council and its attorney(s) concerning *The City of Claremore v. Bledsoe, et al*, Rogers County District Case No. CV-2016-48, the City Council having been advised by its attorney(s) that disclosure will seriously impair the ability of the City to

proceeding in the public interest, as authorized by OKLA. STAT. tit. 25, § 307(B)(4). All Council members were present in executive session, as well as the City Manager, City Attornies, and City Planner.

(6) Approve/Reject the proposed settlement in, *The City of Claremore v. Bledsoe, et al*, Rogers County District Court Case No. CV-2016-48.

Motion by DeMier, second by McSpadden to approve the proposed settlement. 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 Hays 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 6:47 P.M.



Sarah Sharp, CMC
City Clerk