

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma September 23, 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, Will DeMier Bill Flanagan, Brian Callender, Justin Michael, Scott Savage

Absent: Susan Kirtley

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Larry Hughes, Jill Ferenc, Suzan Maloy, Garrett Ball, John Feary, Lisa Wilson, Ashley Hickman, Ty Burnett

Pledge of Allegiance by all.

Invocation by: Reverend David Mewbourne, Claremore Assembly of God

CALL TO THE PUBLIC

John Feary, CIEDA Director

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Savage that the agenda for the regular CCDA meeting of September 23, 2019 be approved as written. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, 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 September 9, 2019 as printed.

(b) All Claims as printed.

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

Meeting adjourned at 6:03 P.M.

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

Sarah Sharp, CMC
City Clerk

**Minutes of Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma September 23, 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, Will DeMier Bill Flanagan,
Brian Callender, Justin Michael, Scott Savage

Absent: Susan Kirtley

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Larry Hughes, Jill Ferenc, Suzan
Maloy, Garrett Ball, John Feary, Lisa Wilson, Ashley Hickman, Ty Burnett

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by McSpadden that the agenda for the regular CPWA meeting of September 23, 2019 be approved as written. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, 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
September 9, 2019.**

(b) All claims as printed.

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

(2) Discussion and vote to Approve/Reject the purchase of a new 2019 CAT Dozer D5K2XL at a cost of \$151,610.00 (Jonah Humes).

The cost of the dozer is state contract bid pricing. It will replace a 25 year old piece of equipment.

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

(3) Discussion and vote to Approve/Reject the surplus and sale of a 1994 CAT D4H LGP Dozer VIN #S/N-09GJ00927 (Jonah Humes).

We anticipate it bringing more than \$12,500, which needs Council approval to surplus.

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

ADJOURNMENT

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

Meeting adjourned at 6:10 P.M.



Sarah Sharp, CMC
City Clerk

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma September 23, 2019**

CALL TO ORDER

Meeting called to order by Mayor Flanagan at 6:26 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, Will DeMier Bill Flanagan, Brian Callender, Justin Michael, Scott Savage

Absent: Susan Kirtley

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Larry Hughes, Jill Ferenc, Suzan Maloy, Garrett Ball, John Feary, Lisa Wilson, Ashley Hickman, Ty Burnett

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by McSpadden that the agenda for the regular City Council meeting of September 23, 2019 be approved as written. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes and Savage, yes. Motion carried.

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

None.

MAYOR'S REPORT & APPOINTMENTS

None.

CITY MANAGER'S REPORT

None.

STAFF REPORTS

None.

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

(a) Minutes of the Regular Council Meeting on September 9, 2019.

(b) All claims as printed.

(c) Actual salary claims for pay period ending August 24, 2019 in the amount of \$497,987.89 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 \$600,000. Payroll at \$600,000 amount to include payables.

(d) Approval of acceptance of an electric easement Randy Highfill, on a tract of land situated in SW/4 of the SE/4 of Section 1, Township 21 North, Range 16 East of the I. B. & M., Rogers County, Oklahoma (Kyle Clifton).

(e) Approval of renewal of contract with Grand Gateway Economic Development Association for administrative services in the amount of \$7,000 for Claremore Community Development Block Grant Project (17569 CDBG 19)(Jill Ferenc).

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

(2) Discussion and vote to Approve/Reject Task Order #1 with MKEC for design work on the Lake Access Road Project in the amount of \$105,734.00 (Garrett Ball).

The new road will run between the Water Treatment Plant and Stampede Park. This task order will provide 100% construction documents. The goal is to go out to bid around the first of June.

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

(3) Discussion and vote to Approve/Reject of electronic execution of documents for the Claremore Community Development Block Grant Project for 17569 CDBG 19 with the Oklahoma Department of Commerce (ODOC) (Jill Ferenc).

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

(4) Discussion and vote to Approve/Reject Change Order #1 for the 2018 CDBG Grant Sidewalk Project #7282 (Jill Ferenc).

Motion by Savage, second by Lewis to approve Change Order #1 for CDBG Project. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes and Savage, yes. Motion carried.

(5) Discussion and vote to Approve/Reject a real estate purchase and sale agreement between the City of Claremore and Todd C. Gordon for the purchase of property located at Lot 4, Block 1 of Park Terrace Addition at a cost of \$18,000.00 (Jill Ferenc).

Motion by DeMier, second by Hays to approve real estate purchase. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes and Savage, yes. Motion carried.

(6) Discussion and vote to Approve/Reject Resolution No. 2019-18, establishing an application fee for a certificate of compliance for Oklahoma Medical Marijuana Authority (OMMA)(Jill Ferenc).

Motion by DeMier, second by McSpadden to approve Resolution No. 2019-18. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, abstained; Michael, yes and Savage, yes. Motion carried.

(7) Discussion and vote to Approve/Reject Ordinance No. 2019-13, adding Section 50.06A to Chapter 50 of the Ordinances of the City of Claremore, Oklahoma, regarding the power cost adjustments for electric service (Jim Thomas/Larry Hughes).

GRDA billing changes went into effect April 1st, these changes resulted in the way GRDA billed for PCA charges, but current City ordinances prevent the City Manager from making administrative changes in billing. Staff had anticipated the cost of study to be completed to adjust the rate structure. This process has taken longer anticipated due to the complex nature of the study. The City cannot refund those fees collected in April, May, and June due to it being in the past fiscal year. Citizens will be credited for the PCA amount charged in July, August, and September in the October and November billing.

CIEDA Director John Feary spoke in favor of the changes on behalf of the industrial and manufacturing customers. Feary commended Council for seeing this is the right thing to do and Hughes for the hard work he has put into the electric rate study.

Motion by Hays, second by DeMier to approve Ordinance No. 2019-13. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes and Savage, yes. Motion carried.

(8) Discussion and vote to Approve/Reject emergency clause for Item #7 putting it into effect immediately from and after its approval (Jim Thomas/Larry Hughes).

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

(9) Discussion and vote to Approve/Reject the change to the Power Cost Adjustment charge as set out in the City Manager's memorandum (Jim Thomas).

Motion by Hays, second by McSpadden to approve the change to the Power Cost Adjustment. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:34 P.M.

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

Sarah Sharp, CMC
City Clerk