

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma October 21, 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:** Ken Hays, Will DeMier, Bill Flanagan, Brian Callender, Justin Michael, Susan Kirtley,

**Absent:** Jennifer Lewis, Herb McSpadden, Scott Savage

**Staff Present:** Bryan Drummond, Sarah Sharp, Garrett Ball, Jill Ferenc, Tanya Andrews, Ron Bailey, Suzan Maloy, Larry Hughes

Pledge of Allegiance by all.

Invocation by: Joe Grubb, First United Methodist Church

**CALL TO THE PUBLIC**

None.

**ACCEPTANCE OF THE AGENDA**

Motion by Kirtley, second by Hays that the agenda for the regular CCDA meeting of October 21, 2019 be approved as written. Roll call vote: Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; and Kirtley, 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 October 7, 2019 as printed.**

**(b) All Claims as printed.**

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

**(2) Discussion and vote to Approve/Reject RFP from Priefert Manufacturing Company on the purchase of 200 poly stalls to include stall rails, panels, and starter posts at a cost of \$283,615.00 (Tanya Andrews).**

Only 1 bid was received for the project. The bid came in under the budgeted amount.

Motion by Kirtley, second by Michael to approve award of the Stall Barn renovation to Priefert Manufacturing Company in the amount of \$283,615.00. Roll call vote: Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; and Kirtley, yes. Motion carried.

#### **ADJOURNMENT**

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

Meeting adjourned at 6:10 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 October 21, 2019**

**CALL TO ORDER**

Meeting called to order by Mayor Flanagan at 6:10 P.M.

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

**Present:** Ken Hays, Will DeMier, Bill Flanagan, Brian Callender, Justin Michael, Susan Kirtley

**Absent:** Jennifer Lewis, Herb McSpadden, Scott Savage

**Staff Present:** Bryan Drummond, Sarah Sharp, Garrett Ball, Jill Ferenc, Tanya Andrews, Ron Bailey, Suzan Maloy, Larry Hughes

**ACCEPTANCE OF THE AGENDA**

Motion by DeMier, second by Hays that the agenda for the regular CPWA meeting of October 21, 2019 be approved as written. Roll call vote: Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; and Kirtley, 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 7, 2019.**

**(b) All claims as printed.**

**(c) Approval of Wood Environment invoice #S6561149 in the amount of \$4,631.11 (Garrett Ball).**

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

**(2) Discussion and vote to Approve/Reject Master Service Agreement for professional services relating to the electric distribution system with Olsson Engineering (Todd Rue).**

Motion by DeMier, second by Callender to approve the Master Service Agreement. Roll call vote: Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; and Kirtley, yes. Motion carried.

**(3) Discussion and vote to Approve/Reject Work Order #19-01 with Olsson Engineering for Electric Engineering On-Call Service, amount not to exceed \$25,000 annually (Todd Rue).**

Motion by Hays, second by DeMier to approve Work Order #19-01. Roll call vote: Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; and Kirtley, yes. Motion carried.

**(4) Discussion and vote to Approve/Reject Work Order #19-02 with Olsson Engineering for Electric Capacitor Bank Study, amount not to exceed \$50,000 (Todd Rue).**

Motion by DeMier, second by Callender to approve Work Order #19-02. Roll call vote: Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; and Kirtley, yes. Motion carried.

**(5) Discussion and vote to Approve/Reject Work Order #19-03 with Olsson Engineering for Electric Pole Inventory, GIS Mapping and degradation study, amount not to exceed \$250,000 (Todd Rue).**

This will be a 6-8-month project. There are a little over 13,000 poles in the system. They will categorize the age, condition and attachments to each pole.

Motion by Hays, second by Kirtley to approve Work Order #19-03. Roll call vote: Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; and Kirtley, yes. Motion carried.

**ADJOURNMENT**

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

Meeting adjourned at 6:23 P.M.



Sarah Sharp, CMC  
City Clerk

**Minutes of Claremore City Council Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma October 21, 2019**

**CALL TO ORDER**

Meeting called to order by Mayor Flanagan at 6:23 P.M.

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

**Present:** Ken Hays, Will DeMier, Bill Flanagan, Brian Callender, Justin Michael, Susan Kirtley

**Absent:** Jennifer Lewis, Herb McSpadden, Scott Savage

**Staff Present:** Bryan Drummond, Sarah Sharp, Garrett Ball, Jill Ferenc, Tanya Andrews, Ron Bailey, Suzan Maloy, Larry Hughes

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by Callender that the agenda for the regular City Council meeting of October 21, 2019 be approved as written. Roll call vote: Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; and Kirtley, yes. Motion carried.

**AWARDS, PRESENTATIONS, AND COMMUNICATIONS**

**MAYOR'S REPORT & APPOINTMENTS**

The Finance Committee has met twice to review the utility rate study. They are gathering more information on the commercial and industrial users and hope to have a recommendation to council for approval by January.

**CITY MANAGER'S REPORT**

**STAFF REPORTS**

**CURRENT BUSINESS**

**(1) Approve/Reject the following consent items:**

**(a) Minutes of the Regular Council Meeting on October 7, 2019.**

**(b) All claims as printed.**

**(c) Actual salary claims for pay period ending September 21, 2019 in the amount of \$497,511.33 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) Approve endorsement of the Tulsa Chamber oneVoice 2020 Regional Legislative Agenda (Kayleigh Hossack).**
  - (e) Approval of RFP from Priefert Manufacturing Company on the purchase of 200 poly stalls to include stall rails, panels, and starter posts (Tanya Andrews).**

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

**(2) Discussion and vote to Approve/Reject Task Order #1 with Garver for design work on the Talbert Tower and Sioux Tower Transmission Line Replacement Project at a cost of \$234,864.00 (Garrett Ball).**

Talbert Tower work will be replacing and upgrading a 12 inch cast iron line to a 16-inch line.

Currently there are three lines that run up Sioux to feed the tower- 6, 8, and 12 inch cast iron lines. All three lines will be replaced with a 24-inch line. New line will connect to an existing 24-inch line at Blue Starr and will run from Blue Starr to the tower at Sioux.

Garver will handle designs all the way up to the bidding phase. The design phase is anticipated to be delivered in May.

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

**(3) Discussion and vote to Approve/Reject the Amended Final Plat of Prairie Lake Villas (Jill Ferenc).**

It's a 4.34-acre parcel that was recently annexed into the City earlier this year. This property will be developed for affordable Senior housing. Final plat was previously approved through the County; property has since been annexed into the city, which triggered the plat amendment.

Motion by DeMier, second by Hays to approve the Amended Final Plat of Prairie Lake Villas. Roll call vote: Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; and Kirtley, yes. Motion carried.

**(4) Discussion and vote to Approve/Reject the Final Plat of Claremore Estates (Jill Ferenc).**

It's a 4.74-acre parcel of property located at Archer. The property owners have provided right-of-way. It will be single-story affordable city housing. Three 8-plex unites and three buildings with 10 units. A drainage easement has been dedicated as well. The planning commission approved.

Motion by Kirtley, second by DeMier to approve the final plat of Claremore Estates. Roll call vote: Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; and Kirtley, yes. Motion carried.

**ADJOURNMENT**

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

Meeting adjourned at 6:43 P.M.



Sarah Sharp, CMC  
City Clerk