

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma November 4, 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, Susan Kirtley, Scott Savage

Absent: Justin Michael

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Stan Brown, Steve Cox, Alex Pegorsch, James Epperson, Todd Rue, Jill Ferenc, Kyle Clifton, Garrett Ball, Noelle Hayes, Jonah Humes, Matt Rice, Brian Burnett, Kendall Bradshaw

Pledge of Allegiance by all.

Invocation by: Councilman Ken Hays

AWARDS, PRESENTATIONS, COMMUNICATIONS

(1) Swearing in of new Claremore Police Officers Alex Pegorsch and James Epperson (Stan Brown).

Claremore Police Department kicked off No Shave November for fundraising efforts to benefit Claremont Elementary School. The goal is \$8,200 for this year to provide every child at school with a present for Christmas.

Swearing in of new Claremore Police Officers Alex Pegorsch and James Epperson.

Announcement by Police Chief Stan Brown that Deputy Chief Steve Cox has been accepted into the FBI National Law Enforcement Academy. The spots are limited for the Academy- they have four Academies per year and Claremore hasn't sent anyone in eight years.

CALL TO THE PUBLIC

None.

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Kirtley that the agenda for the regular CCDA meeting of November 4, 2019 be approved as written. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None.

CURRENT BUSINESS

(2) Approve/Reject the following consent items:

(a) Minutes of the Regular Claremore Cultural Development Authority Meeting on October 21, 2019 as printed.

(b) All Claims as printed.

Motion by Hays, 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; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:12 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 4, 2019**

CALL TO ORDER

Meeting called to order by Mayor Flanagan at 6:12 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, Susan Kirtley, Scott Savage

Absent: Justin Michael

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Stan Brown, Steve Cox, Alex Pegorsch, James Epperson, Todd Rue, Jill Ferenc, Kyle Clifton, Garrett Ball, Noelle Hayes, Jonah Humes, Matt Rice, Brian Burnett, Kendall Bradshaw

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by DeMier that the agenda for the regular CPWA meeting of November 4, 2019 be approved as written. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, 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 21, 2019.

(b) All claims as printed.

(c) Approval of Schuermann Enterprises invoices #3322 for \$18,501 and #3323 for \$3,510 for the Oologah Pump Station Rehab project (Garrett Ball).

Motion by Kirtley, 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; Kirtley, yes; and Savage, yes. Motion carried.

(2) Discussion and vote to Approve/Reject the annual pole bid to Arkansas Electric Cooperatives, Inc. for wood poles of two classes and multiple lengths; various prices for each type of pole- see the bid tab sheet for pricing specifics (Todd Rue).

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

(3) Discussion and vote to Approve/Reject the annual transformer bid to Wiley Transformers for reconditioned and repairs and Arkansas Electric Cooperatives, Inc. for new transformers; various prices for each type of transformer. See the bid tab sheet for pricing specifics (Todd Rue).

Motion by DeMier, second by Savage to approve the annual transformer bid. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:20 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 4, 2019**

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

Absent: Justin Michael

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Stan Brown, Steve Cox, Alex Pegorsch, James Epperson, Todd Rue, Jill Ferenc, Kyle Clifton, Garrett Ball, Noelle Hayes, Jonah Humes, Matt Rice, Brian Burnett, Kendall Bradshaw

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by DeMier that the agenda for the regular City Council meeting of November 4, 2019 be approved as written. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

MAYOR'S REPORT & APPOINTMENTS

The Main Street Halloween Celebration had 3,000 participants. Main Street sent a thank you note to the City for their help and support of the event.

15 new benches on Main Street have been installed.

On Thursday, November 7th Governor Stitt will be in town at She-Brews Coffee House at 9:30 a.m. to give owner Rhonda Bear a full pardon.

CITY MANAGER'S REPORT

A letter highlighting projects was sent out on Friday; let Jim know if you have any questions.

STAFF REPORTS

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on October 21, 2019.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay period ending October 5, 2019 in the amount of \$494,616.66 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 an electric easement from Jeffrey & Ramona Rhodes on a tract of land situated in the S/2 of the SW/4 of the NW/4 of the NW/4, less and except the East 42.2 feet thereof, in Section 23, Township 22 North, Range 16 East of the I.B.&M., according to the U.S. Government Survey thereof (Kyle Clifton).**

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; Kirtley, yes; and Savage, yes. Motion carried.

(2) Presentation and discussion of Police Body Camera and Dash Camera Systems (Stan Brown).

They tested different cameras and decided to enter into a contract with Watch Guard Systems on state contract bid pricing. The project is scheduled to be under budget. The live date will be around Christmas. The union has agreed and signed off on the policies for the new equipment. Forty body cameras- all officers, detectives, and animal control officers will be equipped. Thirty dash cameras will be installed in all the vehicles. The dash and body cameras are linked, so if one activates, the other activates. There is also a roll back feature where, within a certain amount of time, the recording can be captured if there is a malfunction or if camera was not activated.

All end users will get in-house training by the manufacturer. Records retention will be handled internally.

Body cameras come with a 3-year warranty; dash cameras have a 5-year warranty. Staff has tested the body cameras on two occasions. PD is working closely with IT Department for storage capacity. All data will be stored internally with a built-in redundancy.

(3) Discussion and vote to Approve/Reject Ordinance 2019-14, closing a portion of a platted utility easement in Lots 19 and 20, Block 3 of the Estates at Forest Park Amended, Rogers County State of Oklahoma (Jill Ferenc).

It's a 17 ½ ft. easement; the east 7 ½ feet is being proposed to be closed. A 10 ft. easement would remain for possible future needs. All city utilities are located in the front easement of the property. All other utilities have been notified and not expressed a need for it, as there are currently no utilities located the easement.

Motion by DeMier, second by McSpadden to approve Ordinance 2019-14. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

(4) Discussion and vote to Approve/Reject Ordinance No. 2019-15, amending Chapter 151 of the Code of the City of Claremore regarding floodplain regulations (Kyle Clifton).

This ordinance includes a two-part revision to the Code with the first one clarifying the definition of substantial damage in light of the flooding that happened in May. FEMA made some suggested changes to the definition. The changes would remove the current restriction and replace with a new requirement.

The standards will be lowered to the FEMA requirements. It takes away the freeboard requirement and measures from the bottom of the sub floor to the I beam.

Motion by McSpadden, second by Hays to approve Ordinance No. 2019-15. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

(5) Discussion and vote to Approve/Reject change to the PCA (Power Cost Adjustment) (Jim Thomas).

We're recommending a change to the PCA number for the month of November as laid out in the City Manager's Memo. We would be refunding \$500,000 this month, taking the total rebate to \$1.2 million back to the customers.

Motion by DeMier, second by McSpadden to approve change to the PCA. Roll call vote: Lewis, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Kirtley, yes; and Savage, yes.

ADJOURNMENT

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

Meeting adjourned at 6:48 P.M.

Sarah Sharp

Sarah Sharp, CMC
City Clerk