

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma February 18, 2020**

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, Susan Kirtley, Scott Savage

Absent:

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Tanya Andrews, Kyle Clifton, Garrett Ball, Sean Douglas, Ashley Hickman, Lisa Wilson, Andrew Knife Chief, Noelle Hays

Pledge of Allegiance by all.

Invocation by: Reverend Aaron Shaw, Cedar Point Church

CALL TO THE PUBLIC

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by McSpadden that the agenda for the regular CCDA meeting of February 18, 2020 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 February 3, 2020 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; Kirtley, yes; and Savage, yes. Motion carried.

(2) Discussion and vote to Approve/Reject RFP by Priefert Complex Designs to design a storage building north of the outdoor arena at the Claremore Expo Center (Tanya Andrews).

Includes the design and construction of a 3-walled building with a large roll-up door. Will be in a secured area and store all outside equipment currently being stored in the north parking lot and the portable bleachers as well.

The building will be on the north side of the stall barn and outdoor arena in a current detention area. The detention area will be redesigned as well as the drainage in the area. The actual building will be included in the FY2020-2021 budget.

Motion by DeMier, second by Kirtley to approve RFP. 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 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 6:15 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 February 18, 2020**

CALL TO ORDER

Meeting called to order by Mayor Flanagan at 6:15 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, Susan Kirtley, Scott Savage

Absent:

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Tanya Andrews, Kyle Clifton, Garrett Ball, Sean Douglas, Ashley Hickman, Lisa Wilson, Andrew Knife Chief, Noelle Hays

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by DeMier to approve that the agenda for the regular CPWA meeting of February 18, 2020 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.

AWARDS, PRESENTATIONS, COMMUNICATIONS

(1) Presentation and discussion of the traffic study for Frederick Road (Garrett Ball).

Danny Powell of MKEC Engineering, Inc. and John Eshelman of Traffic Engineering Consultants presented. MKEC is doing the design for the OTA interchange to be let out in 2021. Preliminary plans are to be completed by April so that Right-of-Way acquisitions can occur.

They showed several options for the road configuration and the pros and cons of each option. It will be 3 lanes from Highway 20 to Scissortail Drive. Road improvements are projected to meet the traffic needs to 2045.

CURRENT BUSINESS

(2) Approve/Reject the following consent items:

- (a) Minutes of the Claremore Public Works Authority Regular Meeting on February 3, 2020.**
- (b) All claims as printed.**
- (c) Approval of Anchor Stone invoice #201154809 in the amount of \$613.18 for the Claremore Lake Dam project (Garrett Ball).**
- (d) Approval of Stronghand invoice #2 in the amount of \$32,810.04 for the Claremore Lake Dam project (Garrett Ball).**

Motion by Hays, second by Kirtley 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 Kirtley, 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 6:42 P.M.



Sarah Sharp, CMC
City Clerk

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma February 18, 2020**

CALL TO ORDER

Meeting called to order by Mayor Flanagan at 6:54 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, Susan Kirtley, Scott Savage

Absent:

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Tanya Andrews, Kyle Clifton, Garrett Ball, Sean Douglas, Ashley Hickman, Lisa Wilson, Andrew Knife Chief, Noelle Hays

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by McSpadden that the agenda for the regular City Council meeting of February 18, 2020 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

Garrett Ball:

Water system improvements will start next week to evaluate the distribution system including damaged and inoperable fire hydrants, damaged/broken/missing valves, identify dead ends.

Thursdays and Fridays we will be conducting inspections weekly. There are 950 fire hydrants, 130 miles of waterline and 1,950 valves. We will start at the water plant and flush systematically out from the water plant working in mile sections. Garrett and water foreman Terry Legates will be conducting the inspections themselves. The project is anticipated to take 1 year. Issues will be caused by their inspections, but they will work to minimize those issues. There will be some discoloration of water and lower than normal water pressure, and some traffic interference. As the system is updated, maps will be updated.

MAYOR'S REPORT & APPOINTMENTS

(1) Approval of Grand Gateway Board of Director appointment of Kyle Clifton.

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

CITY MANAGER'S REPORT

(2) Introduction of the City's new Director of Planning & Development, Andrew Knife Chief.

STAFF REPORTS

CURRENT BUSINESS

(3) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on February 3, 2020.**
- (b) Minutes of the Special Council Meeting on February 10, 2020.**
- (c) All claims as printed.**
- (d) Actual salary claims for pay period January 25, 2020 in the amount of \$486,149.83 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.**
- (e) Approval of OMRP contribution pension payment for Debra M. Cooper (Ashley Hickman).**
- (f) Approval of RFP by Priefert Complex Designs to design storage building north of the outdoor arena at the Claremore Expo Center (Tanya Andrews).**
- (g) Approval of the release of a temporary construction easement from Howard and Dorothy Jean Snider, on a tract of land located in the E/2 of the SE/4 of the SW/4 of the SW/4 of Section 8, Township 21 North, Range 16 East, Rogers County, Oklahoma (Kyle Clifton).**

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

EXECUTIVE SESSION

(4) Discussion, consideration, and vote to convene in Executive Session executive session for the purpose of confidential communications between the City Council and its attorneys concerning the worker compensation claim regarding Marty Osborn, the Council having been advised by its attorneys that disclosure will seriously impair the ability of the Council to process the claim or proceed in the public interest pursuant to Okla. Stat. tit. 25, § 307(B)(4).

Time in: 7:00 pm

Motion by DeMier, second by McSpadden to approve convening 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.

(5) Vote to acknowledge return to Open Session.

Time out: 7:40 pm

Motion by Savage, second by Hays to approve 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.

(6) Statement of executive session minute.

Council met in executive session to discuss confidential communications between the City Council and its attorneys concerning the worker compensation claim regarding Marty Osborn, the Council having been advised by its attorneys that disclosure will seriously impair the ability of the Council to process the claim or proceed in the public interest pursuant to Okla. Stat. tit. 25, § 307(B)(4). All council members were present in executive session, as well as the City manager, City Attorney, Human Resources Director, Workman's Comp attorney, Workman's Comp administrator, and Fire Chief. No other matters were discussed and no votes were taken.

ADJOURNMENT

Motion by DeMier, 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 7:42 P.M.



Sarah Sharp, CMC
City Clerk