

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Claremore, Oklahoma April 20, 2020**

**NOTICE: Meeting is to be conducted via videoconference- there was no physical site or location for this meeting.**

**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:** None

**Staff Present:** Jim Thomas, Bryan Drummond, Sarah Sharp, Sean Douglas, John Feary, Tim White, Garrett Ball, Lisa Wilson, Joe Kays, Jonah Humes

**CALL TO THE PUBLIC**

Ernest Jones- requested information on COVID-19 cases county by county

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Sandi Williams- I guess it's come to this, I've never been or wrote to the city council, this is an easy fix, I can't believe this subject has gone on for so long. Someone please contact Pixley Lumber Co. or the responsible party and get the railroad track in front of Pixley's repaired.

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Barb Martin- I want to ask you to please strongly consider reopening stores as we head into May. With people out of work we need thrift stores open to be able to purchase summer clothes for our children. Salons could be open by appointment only. Dance studios could reopen taking precautions to have 10 children or less per room and using alternative doors and cleaning between classes. It is time to get creative & it is time to start forming a plan to get going, Starting Friday, May 1!! The people of Claremore know we need to be wise. We know that ultimately our health is our responsibility. If people feel unsafe or have risk factors, they should stay home. People can continue to wear masks, gloves & wash hands diligently and work from home if possible! But if we can go to a crowded Lowe's or Walmart than we should be able to wisely open other business!

**ACCEPTANCE OF THE AGENDA**

Motion by Kirtley, second by Hays that the agenda for the Regular CCDA meeting of April 20, 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.

## **CURRENT BUSINESS**

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

**(a) Minutes of the Special Claremore Cultural Development Authority Meeting on April 6, 2020.**

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

Motion by Savage, 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.

## **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 6:05 P.M.



Sarah Sharp, CMC  
City Clerk

**Minutes of the Claremore Public Works Authority Regular Meeting  
Claremore, Oklahoma April 20, 2020**

**NOTICE: Meeting is to be conducted via videoconference- there was no physical site or location for this meeting.**

**CALL TO ORDER**

Meeting called to order by Mayor Bill Flanagan at 6:05 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:** None

**Staff Present:** Jim Thomas, Bryan Drummond, Sarah Sharp, Sean Douglas, John Feary, Tim White, Garrett Ball, Lisa Wilson, Joe Kays, Jonah Humes

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by McSpadden that the agenda for the Regular CPWA meeting of April 20, 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.

**CURRENT BUSINESS**

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

**(a) Minutes of the Special Claremore Public Works Authority Meeting on April 6, 2020.**

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

**(c) Approval of SMG invoice #200008263 in the amount of \$395.25 for materials for the Claremore Lake Dam Repair Project. (Garrett Ball)**

**(d) Approval of Anchor Stone invoice #201693101 in the amount of \$438.64 for concrete sand for work on the Claremore Lake Dam Project.(Garrett Ball)**

**(e) Acceptance of DEQ Permit No. WL000066200084 for the construction of 101 linear feet of PVC potable water line and all appurtenances to serve the Nees Apartments (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; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

## ADJOURNMENT

Motion by Kirtley, 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 6:07 P.M.

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

Sarah Sharp, CMC  
City Clerk

**Minutes of the Claremore City Council Regular Meeting  
Claremore, Oklahoma April 20, 2020**

**NOTICE: Meeting is to be conducted via videoconference- there was no physical site or location for this meeting.**

**CALL TO ORDER**

Meeting called to order by Mayor Bill Flanagan at 6:07 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:** None

**Staff Present:** Jim Thomas, Bryan Drummond, Sarah Sharp, Sean Douglas, John Feary, Tim White, Garrett Ball, Lisa Wilson, Joe Kays, Jonah Humes

Invocation by Councilman Ken Hays

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by DeMier that the agenda for the Regular Claremore City Council meeting of April 20, 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**

**(1) Emergency Management Update (Sean Douglas).**

Gave an overview of the timeline of events showing when we started and where we are at now and the status of the Governor and City Executive Orders. The current City Order expires on April 30, 2020.

The USA is 5 days past the peak in daily deaths- Oklahoma is at the peak today. The Federal government is recommending 4 phases on reopening America.

Sean provided a graph showing comparisons of COVID-19 hospitalizations and death versus influenza in Oklahoma. There have been 541 hospitalizations and 143 deaths from COVID-19 in 2 months; over 3000 hospitalizations and 84 deaths from Influenza in 8 months.

The City can have tougher restrictions but cannot be less restrictive than the Governor's orders. Sean visited with Hillcrest Hospital in Claremore. They currently have 3 ICU beds available of the 6 total and have plenty of PPE stock.

The Health Department is responsible for tracing history of the confirmed cases. Claremore was supposed to be a testing site, but Claremore has such low numbers of cases they are focusing on the other 7 counties they are responsible for.

Emergency Management gets daily briefings from the Health Department and the Governor has been providing weekly updates. They should have new information in the new few days on the transition back to reopening businesses.

### **MAYOR'S REPORT & APPOINTMENTS**

#### **(2) Approval of appointment of John Feary to the Heritage Hills Interlocal Cooperative Board of Directors to serve a term of 3 years.**

Motion by Flanagan, second by Callender to approve the 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.

#### **(3) Approval of appointment of Scott Savage as the City of Claremore representative to the Rogers County Public Facilities Authority to serve a term of 3 years.**

Motion by Flanagan, second by McSpadden to approve the 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.

#### **(4) Approval of appointment of Ken Hays as the City of Claremore representative to the Rogers County Public Facilities Authority to serve a term of 3 years.**

Motion by Flanagan, second by DeMier to approve the 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.

### **STAFF REPORTS**

Thomas reported that the Quarterly reports will go out this week to Council.

### **CITY MANAGER REPORT**

We are in the final phases of the budget process- it will be presented to Council at the 1<sup>st</sup> meeting in May.

At 8:20 p.m. turn on your porch lights for the Claremore Seniors for 20 minutes.

### **CURRENT BUSINESS**

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

- (a) Minutes of the Special Council Meeting on April 06, 2020.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay period ending March 21, 2020 in the amount of \$491,861.14 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 the Fireworks Production Contract with Western Enterprises in the amount of \$25,000 for the 4<sup>th</sup> of July fireworks display at Claremore Lake.  
(Joe Kays)**
- (e) Approval of Memorandum of Understanding for Master Mutual Aid with Grand River Dam Authority (Jim Thomas).**

(d) The amendment was added as requested.

(e) Allows shared resources with GRDA during disasters.

Motion by Hays, second by Kirtley to approve 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.

**(6) Discussion and vote to Approve/Reject the Interlocal Agreement between the Board of County Commissioners of Rogers County, Oklahoma, Rogers County Public Facilities Authority, and the City of Claremore. (John Feary)**

This agreement will form the Heritage Hills Interlocal Co-operative. The Rogers County Public Facilities Authority was established in 1973- funded by tax payers. The golf course still has the original greens. They average 200,000 rounds per year.

The Co-op will be similar to the Rodeo Co-op Agreement. The other two entities have already approved. All current assets will belong to the Rogers County Public Facilities Authority; all future assets will belong to the Interlocal Co-op. The Golf Pro will report to the Co-op. As the final step the Attorney General will have to approve the Co-op Agreement.

Motion by DeMier, second by Kirtley to approve the Interlocal Agreement. 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 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 6:48 P.M.

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

Sarah Sharp, CMC  
City Clerk