

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Claremore, Oklahoma August 3, 2020  
NOTICE: Meeting was conducted by videoconference and/or teleconference.**

**CALL TO ORDER**

Meeting called to order by Mayor Bill Flanagan at 6:01 P.M.

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

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

**Absent:** Jennifer Lewis

**Staff Present:** John Feary, Bryan Drummond, Sarah Sharp, Tim White, Andrew Knife Chief, Tammy Wilson, David Atzbach, Jason Crandall, Garrett Ball

**Invocation by Councilman Hays**

**CALL TO THE PUBLIC**

**Bruce Long- asked by neighbors in Stonegate to address electric problems in Stonegate Addition. Lines have not been trimmed since 2007. Have discussed with the Electric Department and nothing has been done.**

**ACCEPTANCE OF THE AGENDA**

Motion by DeMier, second by Kirtley that the agenda for the Regular CCDA meeting of August 3, 2020 be approved as written. Roll call vote: McSpadden, yes; Hays, 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 Regular Claremore Cultural Development Authority Meeting on July 20, 2020.**

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

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

## ADJOURNMENT

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

Meeting adjourned at 6:09 P.M.

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

Sarah Sharp, CMC  
City Clerk

**Minutes of the Claremore Public Works Authority Regular Meeting  
Claremore, Oklahoma August 3, 2020  
NOTICE: Meeting was conducted by videoconference and/or teleconference.**

**CALL TO ORDER**

Meeting called to order by Mayor Bill Flanagan at 6:09 P.M.

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

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

**Absent:** Jennifer Lewis

**Staff Present:** John Feary, Bryan Drummond, Sarah Sharp, Tim White, Andrew Knife Chief, Tammy Wilson, David Atzbach, Jason Crandall, Garrett Ball

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by Kirtley that the agenda for the Regular CPWA meeting of August 3, 2020 be approved as written. Roll call vote: McSpadden, yes; Hays, 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 Regular Claremore Public Works Authority Meeting on July 20, 2020.**

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

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

**(2) Discussion and vote to Approve/Reject awarding the construction contract for the Claremore Lake Park Roadway and Parking Area Improvements project to Paragon Contractors LLC for a total contract amount of \$1,353,309.12 (Garrett Ball/Jonah Humes).**

Three bids were received. Paragon was the lowest for base bid and 3 alternates. The base bid will create a new road to the east side of the Lake Park, alternate #1 will resurface all of the roadway through the park, alternate #2 will resurface or treat the roads and parking areas within the park, and alternate #3 will add a new parking area for the splash pad. It will take 120

days for the project once it's awarded. Paragon built Southaven and Country Club roads so the city has history with them.

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

**(3) Discussion and vote to Approve/Reject awarding the construction contract for the Bert Hall Addition Storm Sewer and Street Rehabilitation project to R&L Construction for a total contract amount of \$1,022,685.50 (Garrett Ball/Jonah Humes).**

This is for the Bert Hall Addition. Currently there are concrete streets with curb and guttering but there is no stormwater drainage in the addition and will take it out to the railroad right-of-way. Roads will be resurfaced by the contractor once the stormwater part is complete. Four sealed bids were received. It should take 120 days to complete the project. Currently they are putting sidewalks in on Southaven.

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

**ADJOURNMENT**

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

Meeting adjourned at 6:35 P.M.



Sarah Sharp, CMC  
City Clerk

**Minutes of the Claremore City Council Regular Meeting  
Claremore, Oklahoma August 3, 2020**

**NOTICE: Meeting was conducted by videoconference and/or teleconference.**

**CALL TO ORDER**

Meeting called to order by Mayor Bill Flanagan at 6:35 P.M.

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

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

**Absent:** Jennifer Lewis

**Staff Present:** John Feary, Bryan Drummond, Sarah Sharp, Tim White, Andrew Knife Chief, Tammy Wilson, David Atzbach, Jason Crandall, Garrett Ball

**ACCEPTANCE OF THE AGENDA**

Motion by Kirtley, second by Hays that the agenda for the Regular Claremore City Council meeting of August 3, 2020 be approved as written. Roll call vote: McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

**AWARDS, PRESENTATIONS, AND COMMUNICATIONS**

**MAYOR'S REPORT & APPOINTMENTS**

**(1) Approval of appointment of John Feary to the Rodeo Arena Interlocal Cooperative for a term expiring June 30, 2021.**

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

**(2) Approval of appointment of John Feary to the E-911 Trust Authority for a term expiring May 1, 2021.**

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

## STAFF REPORTS

### **(3) COVID-19 Update (Sean Douglas)**

Rogers County has 23.61 average daily cases per 100,000- the county is currently in the orange risk level according to state standards. Rogers County has been trending up for the last month or so. Sean has stated tracking information daily to monitor changes.

Claremore Statistics- 17 new cases, 510 total cases, 11 deaths, 357 recovered, 164 active cases.

The City has reduced contact with the public where we can. We have closed public lobbies, Rec Center has taken extra efforts to space participants out and increased cleaning. Some alternate work schedules have been discussed. There have been no requirements at the state level for outdoor events.

## CITY MANAGER REPORT

### **CURRENT BUSINESS**

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

**(a) Minutes of the Regular Council Meeting on July 20, 2020.**

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

**(c) Actual salary claims for pay period ending July 11, 2020 in the amount of \$548,192.53 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.**

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

#### **(5) Hearing of appeal, discussion and vote to Approve/Reject declaration of dilapidation of the property located at 315 W. 6<sup>th</sup> St, Claremore, Oklahoma (Andrew Knife Chief).**

There was a fire at the property 14 years ago. Property has not had power since. Property has been inspected by the fire marshal and building inspector. A hearing was held on June 15, 2020; at that time the current owner asked that the property be inspected and the meeting was recessed until June 22, 2020. The owner did not appear at the June 22, 2020 meeting and at that time the property was declared dilapidated. This hearing is the property owner's appeal of the City Manager's decision.

Attorney Mack Greever- asking for time to get the repairs made. All the work will be inspected by the City building inspector and fire marshal and approved before any tenants would be allowed to move in.

Michael Francisco (property owner)- has not worked on the house since receiving the letter from the City; was waiting for the hearing to see what the City's decision would be.

One of the concerns of staff- renovate and rent out half, and then renovate the other side. Unless the both sides of the property are completed there will be no Certificate of Occupancy issued.

Francisco believes it will be done- both sides- by February 1<sup>st</sup>. Certificates must be obtained by then.

Motion to table the item until the August 17<sup>th</sup> Council meeting. At that time the owner is to present a timeline, with staff approval, for renovations for the entire property.

Motion by Flanagan, second by Hays to table the item until the August 17, 2020 Council Meeting. Roll call vote: McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

**(6) Discussion and vote to Approve/Reject awarding the construction contract for the Claremore Lake Park Roadway and Parking Area Improvements project to Paragon Contractors LLC for a total contract amount of \$1,353,309.12 (Garrett Ball/Jonah Humes).**

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

**(7) Discussion and vote to Approve/Reject awarding the construction contract for the Bert Hall Addition Storm Sewer and Street Rehabilitation project to R&L Construction for a total contract amount of \$1,022,685.50 (Garrett Ball/Jonah Humes).**

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

**(8) Discussion and vote to Approve/Reject Ordinance No. 2020-13, amending Section 50.08 to Chapter 50 of the Ordinances of the City of Claremore, Oklahoma, regarding the rate adjustment factor for electric service (Bryan Drummond).**

In September 2019 an ordinance was passed to allow the City Manager to adjust the rate factor for electric service. In December the entire electric ordinance was revised. The September ordinance was not included in the changes; this corrects the ordinance.

Motion by Flanagan, second by Savage to approve Ordinance No. 2020-13. Roll call vote: McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

**(9) Discussion and vote to Approve/Reject an emergency clause for Item #8 that Ordinance No. 2020-13 shall be in full force and effect immediately from and after its passage, approval and adoption (Bryan Drummond).**

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

#### **ADJOURNMENT**

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

Meeting adjourned at 7:35 P.M.

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

Sarah Sharp, CMC  
City Clerk