

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Claremore, Oklahoma September 8, 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: Jennifer Lewis, Herb McSpadden, Ken Hays, Will DeMier, Bill Flanagan, Brian Callender, Justin Michael, Susan Kirtley, Scott Savage

Absent:

Staff Present: John Feary, Bryan Drummond, Sarah Sharp, Tim White, Garrett Ball, Jonah Humes

Invocation by Dave Mewbourne, Claremore Assembly of God

CALL TO THE PUBLIC

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by DeMier that the agenda for the Regular CCDA meeting of September 8, 2020 be approved as written. Roll call vote: Lewis, yes; 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 August 17, 2020.**
- (b) All claims as printed.**

Motion by Hays, second by Kirtley to approve the consent items as listed. Roll call vote: Lewis, yes; 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 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 6:06 P.M.

A handwritten signature in black ink that reads "Sarah Sharp". The signature is written in a cursive, flowing style.

Sarah Sharp, CMC
City Clerk

**Minutes of the Claremore Public Works Authority Regular Meeting
Claremore, Oklahoma September 8, 2020
NOTICE: Meeting was conducted by videoconference and/or teleconference.**

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

Absent:

Staff Present: John Feary, Bryan Drummond, Sarah Sharp, Tim White, Garrett Ball, Jonah Humes

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Savage that the agenda for the Regular CPWA meeting of September 8, 2020 be approved as written. Roll call vote: Lewis, yes; 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 August 17, 2020.**
- (b) All claims as printed.**
- (c) Acceptance of DEQ Permit No. SL000066200305 for the construction of sanitary sewer line and all appurtenances to service Woodland Commons (Garrett Ball).**
- (d) Acceptance of DEQ Permit No. WL000066200304 for the construction of potable water line and all appurtenances to serve Woodland Commons (Garrett Ball).**
- (e) Approval of Meshek engineering invoice #7460 in the amount of \$7,959.80 for the Archer Court culvert project (Garrett Ball).**
- (f) Approval of Meshek engineering invoice #7465 in the amount of \$16,331.25 for the Reavis Road project (Garrett Ball).**
- (g) Approval of Meshek engineering invoice #7453 in the amount of \$12,792.12 for the Claremore Stormwater Analysis & Design project (Garrett Ball).**
- (h) Approval of MKEC Engineering invoice #166687 in the amount of \$9,828.40 for the Claremore Lake Park Access Road project (Garrett Ball).**

Motion by DeMier, second by Hays to approve the consent items as listed. Roll call vote: Lewis, yes; 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 Hays 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 6:15 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 September 8, 2020**

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

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:16 P.M.

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

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

Absent:

Staff Present: John Feary, Bryan Drummond, Sarah Sharp, Tim White, Garrett Ball, Jonah Humes

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Lewis that the agenda for the Regular Claremore City Council meeting of September 8, 2020 be approved as written. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

(1) Love Day Presentation (David Mewbourne and Mike Shields)

There were 500 volunteers last year doing many projects. This year things will have to change a little. Cards of encouragement for teachers, elderly, etc. There will be 20 projects- volunteers will be assigned and will arrive directly to their location. The work is needed, but the connection with those that have been isolated during this pandemic. Live stream gospel concert will take place on September 19th at 6 pm.

MAYOR'S REPORT & APPOINTMENTS

(2) Discussion and vote to Approve/Reject the resignation of Susan Kirtley and declare her seat in Ward I vacant, effective September 15, 2020 (John Feary/Bill Flanagan).

Motion by Savage, second by DeMier to accept Ms. Kirtley's resignation. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

(3) Discussion and vote to take applications to fill Susan Kirtley's seat in Ward I and to publish notice of the same in the Claremore Daily Progress (John Feary/Bill Flanagan).

We will accept resumes/letters of intent at the City Clerk's office until Thursday, September 24th. On Friday, letters will be sent to Council to review. Candidates will be interviewed Monday, October 5th during the Council meeting. Council could vote to make a decision that night, or schedule a future date for the vote.

Motion by McSpadden, second by DeMier to approve taking resumes through September 24th and interviewing on October 5th. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

STAFF REPORTS

John- effective today, City Hall re-opened to the public. Numbers are trending down, and there is limited contact for employees. We are working our way back to normal situations. Police department has re-opened their lobby as well. Library, Rec Center, and Community Center operations have not changed at this time. Chief Douglas continues to monitor the numbers.

John will start polling Council members to start in-person council meetings again. Bi-weekly column in the newspaper. Will run a column this week detailing the open council position and the process to fill the vacancy.

Thanked Councilor Kirtley for her service to our community.

CITY MANAGER REPORT

CURRENT BUSINESS

(4) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on August 17, 2020.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay period ending August 08, 2020 in the amount of \$512,170.49 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 special exemption to Ordinance 132.05 to allow a fireworks display on Thursday, September 17th for the Rogers County Fair (Allison Dietzfield).**
- (e) Approval of Software as a Service Agreement with Tyler Technologies for MyCivic Application (Tim White).**

Motion by Savage, second by Hays to approve consent items as listed. Roll call vote: Lewis, yes; 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 Hays 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 6:33 P.M.

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

Sarah Sharp, CMC
City Clerk