

**Minutes of the Claremore Cultural Development Authority Special Meeting  
Claremore, Oklahoma September 21, 2020  
NOTICE: Meeting was conducted by videoconference and/or teleconference.**

**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, Herb McSpadden, Ken Hays, Will DeMier, Bill Flanagan, Justin Michael, Scott Savage

**Absent:** Brian Callender

**Staff Present:** John Feary, Bryan Drummond, Sarah Sharp, Stan Brown, Jonah Humes, Ashley Hickman, Marlo Swanson, Kyle Clifton, Tim White, Garrett Ball, Andrew Knife Chief, Tanya Andrews

**Invocation by Councilman Hays**

**CALL TO THE PUBLIC**

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by DeMier that the agenda for the Special CCDA meeting of September 21, 2020 be approved as written. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Michael, 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 September 8, 2020.**

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

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

**ADJOURNMENT**

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

Meeting adjourned at 6:03 P.M.

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

Sarah Sharp, CMC  
City Clerk

**Minutes of the Claremore Public Works Authority Special Meeting  
Claremore, Oklahoma September 21, 2020  
NOTICE: Meeting was conducted by videoconference and/or teleconference.**

**CALL TO ORDER**

Meeting called to order by Mayor Bill Flanagan at 6:03 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, Justin Michael, Scott Savage

**Absent:** Brian Callender

**Staff Present:** John Feary, Bryan Drummond, Sarah Sharp, Stan Brown, Jonah Humes, Ashley Hickman, Marlo Swanson, Kyle Clifton, Tim White, Garrett Ball, Andrew Knife Chief, Tanya Andrews

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by Savage that the agenda for the Special CPWA meeting of September 21, 2020 be approved as written. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Michael, 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 September 8, 2020.**
- (b) All claims as printed.**
- (c) Acceptance of DEQ Permit No. SL000066200546 for the construction of sanitary sewer line and all appurtenances to serve the City of Claremore near the intersection of New Country Club Rd and Highway 66 (Garrett Ball).**
- (d) Acceptance of DEQ Permit No. WL000066200545 for the construction of potable water line and all appurtenances to serve the City of Claremore near the intersection of New Country Club Rd and Highway 66 (Garrett Ball).**
- (e) Approval of Meshek engineering invoice #7520 in the amount of \$5,608.40 for Claremore Stormwater Analysis and design project- Lowry Regional Detention Pond design (Garrett Ball).**
- (f) Approval of Meshek engineering invoice #7516 in the amount of \$9,630.00 for the Claremore Stormwater analysis & design project- Forest Park Roadway Design (Garrett Ball).**
- (g) Approval of Meshek engineering invoice #7514 in the amount of \$7,705.75 for the Claremore Reavis Road project (Garrett Ball).**

- (h) Approval of R&L Construction invoice #3-Retainage in the amount of \$6,468.14 for the Southaven Sidewalk project (Garrett Ball).**
- (i) Approval of R&L Construction invoice #2 in the amount of \$93,461.94 for the Southaven Sidewalk project (Garrett Ball).**
- (j) Approval of Master Agreement Work Order 20-01 with Olsson for electrical distribution design work for the utility relocation associated with new State Highway 20 (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; Michael, yes; and Savage, yes. Motion carried.

#### **ADJOURNMENT**

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

Meeting adjourned at 6:05 P.M.



Sarah Sharp, CMC  
City Clerk

**Minutes of the Claremore City Council Regular Meeting  
Claremore, Oklahoma September 21, 2020**

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

**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, Herb McSpadden, Ken Hays, Will DeMier, Bill Flanagan, Justin Michael, Scott Savage

**Absent:** Brian Callender

**Staff Present:** John Feary, Bryan Drummond, Sarah Sharp, Stan Brown, Jonah Humes, Ashley Hickman, Marlo Swanson, Kyle Clifton, Tim White, Garrett Ball, Andrew Knife Chief, Tanya Andrews

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by DeMier that the agenda for the Special Claremore City Council meeting of September 21, 2020 be approved as written. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Michael, yes; and Savage, yes. Motion carried.

**AWARDS, PRESENTATIONS, AND COMMUNICATIONS**

**MAYOR'S REPORT & APPOINTMENTS**

**STAFF REPORTS**

**John- Love Day was last Saturday with the concert on Saturday night. Thanked Lisa Wilson for her part in the event. Fifteen of the twenty-two projects were completed by 60-70 volunteers. Over 2500 encouraging cards were sent to teachers, fire, police, veterans, senior citizens, and the senior class of 2021. A link will be sent out to council to view the concert.**

**To date, 2 letters of intent have been received for the open Council seat. The deadline is Thursday, all will be sent to Council on Friday.**

**The Chamber of Commerce will have their golf tournament at Heritage Hills. All 18 holes will be open.**

**September 29<sup>th</sup> at 6:30 p.m. will be the Lights On ceremony at Stampede Park to honor Frank and Ludmilla Robson for their donation of half the cost of the lighting project. The new lights are all LED programmable lights.**

## CITY MANAGER REPORT

### CURRENT BUSINESS

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

- (a) Minutes of the Regular Council Meeting on September 8, 2020.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay period ending September 5, 2020 in the amount of \$513,419.80 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 rejecting annual asphalt bid from Tulsa Asphalt and awarding it to the next lowest bid, APAC, as follows:**

TYPE	PLANT
Hot Mix Hot Lay Type A	\$43.00
Hot Mix Hot Lay Type B	\$49.00
Hot Mix Hot Lay Type C	\$50.50
Hot Mix Cold Lay	NB
Hot Mix Hot Lay ODOT S3	\$44.00
Hot Mix Hot Lay ODOT S4	\$56.00
Hot Mix Hot Lay ODOT S5	\$59.50

- (e) Approval of Change Order #1 with R&L Construction for the Southaven Sidewalk Project (Garrett Ball).**

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

**(2) Discussion and vote to Approve/Reject the Final Plat of Atwoods Ranch and Home (Kyle Clifton).**

Progress started in May. This will be the final administrative step in the process. All facets of the land code development have been met. Staff recommends approval.

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

**(3) Discussion and vote to Approve/Reject Ordinance No. 2020-15, amending the zoning from Commercial High Intensity District (CH) to Agriculture General District (AG) on a piece of property described as the North 110' of the East 100' of the NE/4 SE/4 of Section 17,**

**Township 21 North, Range 16 East of the I.B.&M., Rogers County, State of Oklahoma, according to the U.S. Government survey thereof (Kyle Clifton).**

The property was rezoned to Commercial High, but during the development process the owner realized they could not develop the property due to flood plain issues. Owner wants to return the zoning to AG to preserve the integrity of the property.

Motion by Hays, second by McSpadden to approve Ordinance No. 2020-15. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Michael, yes; and Savage, yes. Motion carried.

**(4) Discussion and vote to Approve/Reject Ordinance No. 2020-16, amending the zoning from Agriculture General District (AG) to Residential Single-Family, Low Density District (RS-1) located on the East 417.4' of the West 834.8' of the South 208.7' of Lot 4 in Section 18, Township 21 North, Range 16 East of the I.B.&M., Rogers County, State of Oklahoma, according to the U.S. Government survey thereof (Kyle Clifton).**

Planning commission approved 7-1 (one abstained). It meets all of the City's requirements.

Motion by DeMier, second by McSpadden to approve Ordinance No. 2020-16. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Michael, yes; and Savage, yes. Motion carried.

**(5) Discussion and vote to Approve/Reject Ordinance No. 2020-17, amending the zoning from Residential Single Family, Medium Density District (RS-2) to Residential Single-Family, High Density District (RS-3) with a Supplemental Zoning District Planned Unit Development (PUD) and Commercial High Intensity (CH) located on a piece of property on the northwest corner of Driftwood Drive and South Brady Street (Kyle Clifton).**

It will be 19 cottage-style homes on 6.72 acres. Planning commission approved unanimously.

Motion by McSpadden, second by Savage to approve Ordinance No. 2020-17. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Michael, yes; and Savage, yes. Motion carried.

**(6) Discussion and vote to Approve/Reject an interlocal contract for government services between the Rogers County Board of County Commissioners and the City of Claremore to fill in and/or expand one or more detention ponds at the Expo Center (Tanya Andrews/Garrett Ball).**

The County will help haul fill for the detention area. Area has been prepped and is ready for fill. This will be the site for a storage building. It's an estimated savings of \$200,000 in just the fill portion of the project.

Motion by DeMier, second by McSpadden to approve the Interlocal Contract. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Michael, yes; and Savage, yes. Motion carried.

#### **EXECUTIVE SESSION**

**(7) Discussion and vote to Approve/Reject entering into executive session to discuss applicants for city manager, as authorized by OKLA. STAT. tit. 25, Section 307 (B)(1)&(7). All City Councilors will attend this executive session by video and/or teleconference.**

Time In: 6:25 p.m.

Motion by DeMier, second by McSpadden to approve entering into executive session. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Michael, yes; and Savage, yes. Motion carried.

**(8) Vote to acknowledge return to open session.**

Time Out: 7:03 p.m.

Motion by DeMier, second by McSpadden to approve returning to regular session. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Michael, yes; and Savage, yes. Motion carried.

**(9) Statement of executive session minute.**

While in executive session, council met to discuss applicants for city manager, as authorized by OKLA. STAT. tit. 25, Section 307 (B)(1)&(7). All City Councilors present at the Council meeting attended executive session by videoconference, as well as City attorney, HR director, and HR assistant . No other items were discussed and no votes were taken.

**(10) Discussion and vote regarding the city manager search and/or applicants.**

Staff will proceed consistent with the discussions in executive session.

Motion by DeMier, second by McSpadden to approve proceeding consistent with discussion in executive session. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Michael, yes; and Savage, yes. Motion carried.

**(11) Discussion and vote to Approve/Reject declaring as surplus and auctioning the below equipment:**

**(a) 1994 Caterpillar Dozer (#211)**

**(b) 1994 John Deere Track hoe (#212)**



- (c) 1987 Tractor (#218)**
- (d) 2002 Caterpillar Backhoe (#302)**
- (e) 2003 Flat Bed Trailer (#515)**
- (f) 1998 John Deere Backhoe (#239)**
- (g) 2014 Rear load trash truck (#511)**
- (h) 2014 Rear load trash truck (#512)**
- (i) 2014 Mack trash truck**
- (j) 2015 Mack trash truck**
- (k) Hammerhead Mole, pipe bursting equipment (#493)**

Property is for sale in auction. These listed have the opportunity to bring more than \$12,500, so it must be surplus by Council, as required by the City's purchasing policy.

Motion by DeMier, second by Savage to approve surplus equipment listed. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Michael, yes; and Savage, yes. Motion carried.

#### **ADJOURNMENT**

Motion by Savage, 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 7:06 P.M.



Sarah Sharp, CMC  
City Clerk