

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Claremore, Oklahoma October 19, 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, Brian Callender, Dennis Grace, Scott Savage

**Absent:** Justin Michael

**Staff Present:** John Feary, Bryan Drummond, Sarah Sharp, Tim White, Julie Monnot, Sean Douglas, Kyle Clifton, Chris Paulsen, Andrew Knife Chief, Garrett Ball

**Invocation by Councilman Hays**

**(1) Swearing in of the new City Councilor for Ward I, Dennis Grace.**

Swearing in of Ward I Councilor Dennis Grace by Municipal Judge Stanton Harrell.

**CALL TO THE PUBLIC**

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by Savage that the agenda for the Regular CCDA meeting of October 19, 2020 be approved as written. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Grace, yes; and Savage, yes. Motion carried.

**CURRENT BUSINESS**

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

**(a) Minutes of the Regular Claremore Cultural Development Authority Meeting on October 5, 2020.**

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

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; Grace, yes; and Savage, yes. Motion carried.

## **ADJOURNMENT**

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

Meeting adjourned at 6:12 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 October 19, 2020  
NOTICE: Meeting was conducted by videoconference and/or teleconference.**

**CALL TO ORDER**

Meeting called to order by Mayor Bill Flanagan at 6:12 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, Dennis Grace, Scott Savage

**Absent:** Justin Michael

**Staff Present:** John Feary, Bryan Drummond, Sarah Sharp, Tim White, Julie Monnot, Sean Douglas, Kyle Clifton, Chris Paulsen, Andrew Knife Chief, Garrett Ball

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by Savage that the agenda for the Regular CPWA meeting of October 19, 2020 be approved as written. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Grace, 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 October 5, 2020.**
- (b) All claims as printed.**
- (c) Approval of Garver invoice #19W02161-7 in the amount of \$23,289.00 for the Talbert & Sioux Tower Feeder Replacement project (Garrett Ball).**
- (d) Approval of Meshek Engineering invoice #7616 in the amount of \$4,067.10 for the Claremore Reavis Road project (Garrett Ball).**
- (e) Approval of Meshek Engineering invoice #7615 in the amount of \$13,712.35 for the Archer Court Culvert project (Garrett Ball).**
- (f) Acceptance of DEQ Permit No. SL000066200629 for construction of sanitary sewer line and all appurtenances to serve the Red Plains Subdivision Phase I (Garrett Ball).**
- (g) Acceptance of DEQ Permit No. WL000066200630 for construction of potable water line and all appurtenances to serve the Red Plains Subdivision Phase I (Garrett Ball).**

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

**(2) Discussion and vote to Approve/Reject Task Order #2 with MKEC for the final design and surveying work on the Frederick Road Improvement Project in the amount of \$248,458.00 (Garrett Ball).**

They hope to have Right-of-Way acquired and utilities relocated by mid-2021.

Motion by DeMier, second by Lewis to approve Task Order #2 for Frederick Road Improvement project. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Grace, yes; and Savage, yes. Motion carried.

#### **ADJOURNMENT**

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

Meeting adjourned at 6:18 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 October 19, 2020**

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

**CALL TO ORDER**

Meeting called to order by Mayor Bill Flanagan at 6:19 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, Dennis Grace, Scott Savage

**Absent:** Justin Michael

**Staff Present:** John Feary, Bryan Drummond, Sarah Sharp, Tim White, Julie Monnot, Sean Douglas, Kyle Clifton, Chris Paulsen, Andrew Knife Chief, Garrett Ball

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by Savage that the agenda for the Regular Claremore City Council meeting of October 19, 2020 be approved as written. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Grace, yes; and Savage, yes. Motion carried.

**AWARDS, PRESENTATIONS, AND COMMUNICATIONS**

**MAYOR'S REPORT & APPOINTMENTS**

**STAFF REPORTS**

The pool at the Rec Center has the demo done, new tile is on order and it has a cure time of 28 days. It should re-open mid-December. The One Voice Summit was last week- we are waiting on the voting results; we will get to Council as soon as they are released.

The Governor executive order allows us to meet via videoconference through November 15<sup>th</sup>. There's a push from communities to extend that. It will have to be through executive action; it will require a special session to be called.

CIEDA won two international awards for talent development and for continued efforts with MST Aerospace partnership.

COVID Update from Emergency Management Director/Fire Chief Sean Douglas-

Thirteen percent of the state ICU beds are still available. There are 22.2 cases per 100,000 population in Rogers County right now.

**(1) Unified Development Code and Pattern Zones Update (Matt Hoffman, Kimley-Horn).**

Brad Longberger with Kimley-Horn and Daniel Hintz with Velocity Group were present to give an update. They have been working on conversion tables from old zoning codes to the new codes and the land use development code.

Fall Taste of Rogers County was this past weekend. Two nationally known chefs were in Claremore for the event. It generated over \$800 for Farmer's Market equipment for cooking demonstrations.

They discussed the pattern zones.

Drafts of the Unified Development Code will be given to staff to review in November; pattern zones will be given to staff in early 2021.

**(2) Stormwater Presentation and Yearly Update (Julie Monnot).**

Discussed industrial program, education program, the complaint process, and the fats, oils, and grease program.

## **CITY MANAGER REPORT**

### **CURRENT BUSINESS**

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

- (a) Minutes of the Regular Council Meeting on October 5, 2020.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay period ending September 19, 2020 in the amount of \$499,299.13 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 Hays, second by Lewis to approve consent items as listed. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Grace, yes; and Savage, yes. Motion carried.

**(4) Discussion and vote to Approve/Reject awarding the construction contract for the City Hall Roof Rehabilitation project to Coontz Roofing, Inc. in the amount of \$91,000 (Garrett Ball).**

Low bid is \$59,000 under budget. This company comes highly recommended and is very experienced in this application.

Motion by Hays, second by DeMier to approve awarding the construction contract to Coontz Roofing, Inc. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Grace, yes; and Savage, yes. Motion carried.

**(5) Discussion and vote to Approve/Reject release of temporary access easement for the transfer station project that is no longer needed on a tract of land located in the N/2 of the SE/4 of the S/2 of the S/2 of Section 20, Township 21 North, Range 16 East, Rogers County, Oklahoma (Andrew Knife Chief).**

City relinquishes right to easement for Red Plains Development/development of Claremore Plaza, as it is no longer needed.

Motion by DeMier, second by Savage to approve the easement release. Roll call vote: Lewis, yes; McSpadden, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Grace, yes; and Savage, yes. Motion carried.

#### **ADJOURNMENT**

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

Meeting adjourned at 7:12 P.M.



Sarah Sharp, CMC  
City Clerk