

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Claremore, Oklahoma December 07, 2020
Claremore Community Center
2301 N. Sioux Ave.**

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: Ken Hays, Herb McSpadden, Will DeMier, Bill Flanagan,
Brian Callender, Justin Michael, Dennis Grace, Scott Savage

Absent: Jennifer Lewis

Staff Present: John Feary, Bryan Drummond, Sarah Sharp, Tim White, Kyle Clifton, Andrew Knife Chief, Garrett Ball, Stan Brown

Invocation by Pastor John Ray, Destiny Life Church

CALL TO THE PUBLIC

2 emails were received via email prior to the meeting and were read by City Clerk Sarah Sharp.

Cathy Robbins thanked the Council for the mask mandate and stated that she hopes it is enforced.

Barb Martin stated that it is not the government's job to mandate health, that is a personal responsibility. Martin stated she would like to see the Council post publically their independent research regarding the newest mask mandate and encouraged Council to compare states and cities that have a mask mandate with those that do not, as there is not much difference. Martin stated she will shop in Owasso where there is no mandate.

Sara Jo Poff addressed Council, stating she is a holistic practitioner that moved here from Minnesota. Poff encouraged Council to speak with DHS representatives, stating there are numerous transfers from other states to Oklahoma for the same reasons. Poff wanted to inform councilors that there has been talk of a recall, as a lot of residents are not in favor of a mask mandate, and encouraged Council to listen to all of their "stakeholders".

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by DeMier that the agenda for the Regular CCDA meeting of December 07, 2020 be approved as written. Roll call vote: Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, 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 November 16, 2020.**
- (b) All claims as printed.**

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

ADJOURNMENT

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

Meeting adjourned at 6:09 P.M.



Sarah Sharp, MMC
City Clerk

**Minutes of the Claremore Public Works Authority Regular Meeting
Claremore, Oklahoma December 07, 2020
Claremore Community Center
2301 N. Sioux Ave.**

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: Ken Hays, Herb McSpadden, Will DeMier, Bill Flanagan,
Brian Callender, Justin Michael, Dennis Grace, Scott Savage

Absent: Jennifer Lewis

Staff Present: John Feary, Bryan Drummond, Sarah Sharp, Tim White, Kyle Clifton, Andrew Knife Chief, Garrett Ball, Stan Brown

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by DeMier that the agenda for the Regular CPWA meeting of December 07, 2020 be approved as written. Roll call vote: Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

(1) Approve/Reject the following consent items:

- (a) Minutes of the Regular Claremore Public Works Authority Meeting on November 16, 2020.**
- (b) All claims as printed.**
- (c) Approval of Paragon Contractors Invoice #3 in the amount of \$58,538.27 for the Claremore Lake Park Roadway and Parking Project (Garrett Ball).**
- (d) Approval of Change Order Request #1 from R&L Construction, LLC in the amount of \$15,434.60 for the Bert Hall Addition project (Garrett Ball).**
- (d) Approval of R&L Construction Invoice #5 in the amount of \$288,120.10 for the final payment for the Bert Hall Addition project (Garrett Ball).**
- (e) Approval of Oklahoma DEQ permit in the amount of \$3,633.02 for the Talbert water line project (Garrett Ball).**
- (f) Approval of Olsson Invoice #372363 in the amount of \$13,255.16 for the Frederick Road & new Highway 20 Utility Relocation project (Garrett Ball).**

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

ADJOURNMENT

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

Meeting adjourned at 6:10 P.M.

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

Sarah Sharp, MMC
City Clerk

**Minutes of the Claremore City Council Regular Meeting
Claremore, Oklahoma December 07, 2020
Claremore Community Center
2301 N. Sioux Ave.**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:10 P.M.

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

Present: Ken Hays, Herb McSpadden, Will DeMier, Bill Flanagan,
Brian Callender, Justin Michael, Dennis Grace, Scott Savage

Absent: Jennifer Lewis

Staff Present: John Feary, Bryan Drummond, Sarah Sharp, Tim White, Kyle Clifton, Andrew Knife Chief, Garrett Ball, Stan Brown

ACCEPTANCE OF THE AGENDA

Motion by Savage, second by Hays that the agenda for the Regular Claremore City Council meeting of December 07, 2020 be approved as written. Roll call vote: Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

None

MAYOR'S REPORT & APPOINTMENTS

Mayor Flanagan stated he has reviewed the monthly financial statements through September 2020, and everything is in line. Both revenue and expenses are in line with the budgeted amount.

Flanagan stated he has visited with the hospital administration and there are currently at capacity; all 6 ICU beds are full. They currently have 2 patients they need to transfer and are trying to find a facility for them.

(1) Approval of reappointment of Dr. Jack Morgan to the Emergency Management Services Board for a 3-year term beginning in January 2021.

Motion by DeMier, second by McSpadden to approve the reappointment of Dr. Jack Morgan to the Emergency Management Services Board for a 3-year term beginning in January 2021. Roll call vote: Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

(2) Approval of reappointment of Melissa Daugherty to the Emergency Management Services Board for a 3-year term beginning in January 2021.

Motion by McSpadden, second by Callender to approve the reappointment of Melissa Daugherty to the Emergency Management Services Board for a 3-year term beginning in January 2021. Roll call vote: Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

(3) Approval of reappointment of Dr. R. Wes Wilson to the Emergency Management Services Board for a 3-year term beginning in January 2021.

Motion by DeMier, second by Callender to approve the reappointment of Dr. R. Wes Wilson to the Emergency Management Services Board for a 3-year term beginning in January 2021. Roll call vote: Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

(4) Approval of reappointment of Dr. Emily Williams to the Emergency Management Services Board for a 3-year term beginning in January 2021.

Motion by DeMier, second by Callender to approve the reappointment of Dr. Emily Williams to the Emergency Management Services Board for a 3-year term beginning in January 2021. Roll call vote: Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

STAFF REPORTS

(5) Infrastructure Project Updates (Garrett Ball).

Bert Hall Addition

Planning on this project began in 2018. A high-pressure gas line had to be relocated, which caused some delay. There was no storm water drainage in this subdivision and the roadway was deteriorated due to poor subgrade and lack of maintenance. 2,700 linear feet of storm drainage was added and 4,000 linear feet of street was repaired and a 2-inch asphalt overlay installed. Project was completed 11/20/20.

2019 CDBG Sidewalk Project

This project was completed in 2 phases with 2 contractors. 4,100 linear feet of sidewalk were installed, making connections to dead end sidewalks or connections to high traffic areas. The total cost of the project was \$256,827 and \$107,764 was funded through CDBG.

Talbert Tower/Sioux Waterline Replacement Projects

Both of these projects will be funded with the 2019 Revenue Note.

The Talbert Tower line is a 12 inch cast iron line that was installed in the 30's. There have been 4 major breaks within the last 2 years. The line is blocked 50-70% with tuberculation (mineral deposits). The line is being replaced with a 16 inch PVC line. The project will cross 2 railroads and Highway 66. This project will improve fire flow and filling the towers.

The Sioux Street water line has 3 cast iron lines and has had 7 major breaks in the last 2 years. There are no working valves in some sections. They will be replacing the 3 lines with a single 24 inch PVC line. Garver has designed the plans and they are 100% complete. Project is set to go out to bid in late December/early January and will be a 10-12-month project. Planning is in the process of acquiring 4 easements needed for the project.

CITY MANAGER REPORT

Feary notified Council the notice to proceed has been signed with the contractor to begin the replacement of the City Hall roof. Work will begin late this week/early next week.

CURRENT BUSINESS

(6) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on November 16, 2020.**
- (b) Minutes of the Special Council Meeting on November 20, 2020.**
- (c) All claims as printed.**
- (d) Actual salary claims for pay period ending October 31, 2020 in the amount of \$508,129.59 and November 14, 2020 in the amount of \$525,432.63 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.**
- (e) Approval of Change Order Request #1 from R&L Construction, LLC for the Bert Hall Addition project (Garrett Ball).**
- (f) Approval of acceptance of a utility easement from Claremore Public Schools, on a tract of land situated in the NE/4 of the SE/4 of Section 4, Township 21 North, Range 16 East of the I.B.&M., Rogers County, State of Oklahoma (Kyle Clifton).**
- (g) Approval of participation in the FY21 CDBG Small Cities Grant Program (Andrew Knife Chief).**
- (h) Approval of OMRF lump sum payment for William F. Smith (Ashley Hickman).**

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

(7) Discussion and vote to Approve/Reject a request from Rural Water District #9 for a utility easement, on a tract of land situated in the E/2 of Government Lot 1 in Section 2, Township 21 North, Range 16 East of the I.B.&M., Rogers County, State of Oklahoma (Kyle Clifton).

This easement will allow the rural water district to construct a feeder loop to a neighboring rural water district so their customers are not without water in case of repairs or breaks.

Motion by DeMier, second by Savage to approve the request from Rural Water District #9 for a utility easement, on a tract of land situated in the E/2 of Government Lot 1 in Section 2, Township 21 North, Range 16 East of the I.B.&M., Rogers County, State of Oklahoma. Roll call vote: Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

(8) Discussion and vote to Approve/Reject Change Order Request #1 from Diversified Civil Contractors for the 2019 CDBG Sidewalks- Phase II (Garrett Ball).

Change order for a \$4,486.00 increase in project due to driveways that had to be repaired because there was no concrete under the driveway.

Motion by Callender, second by DeMier to approve Change Order Request #1 from Diversified Civil Contractors for the 2019 CDBG Sidewalks- Phase II. Roll call vote: Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

(9) Discussion and vote to Approve/Reject Resolution No. 2020-____, directing that a general election be held on April 6, 2021 for certain City Council positions (Sarah Sharp).

Council seats expiring are councilors Grace, Michael, Hays, and DeMier. Filing period will be February 1st-3rd. Election will be held April 06, 2021 and winners will take their seats the first meeting in May.

Motion by Callender, second by DeMier to approve Resolution No.2020-11, directing that a general election be held on April 6, 2021 for certain City Council positions. Roll call vote: Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

EXECUTIVE SESSION

(10) Discussion and vote to Approve/Reject entering into executive session to discuss the hiring of an individual as city manager, as authorized by OKLA. STAT. tit. 25, Section 307 (B)(1)&(7), where disclosure of information would violate confidentiality requirements of state or federal law.

Motion by Hays, second by Callender to approve entering into executive session to discuss item #10. Roll call vote: Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

Council entered executive session at 6:35 P.M.

(11) Vote to acknowledge return to open session.

Motion by Hays, second by McSpadden to acknowledge return to open session. Roll call vote: Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

Council entered into regular session 6:42 P.M.

(12) Statement of executive session minute.

While in executive session, Council met to discuss the hiring of an individual as city manager, as authorized by OKLA. STAT. tit. 25, Section 307(B)(1) & (7), where disclosure of information would violate confidentiality requirements of state or federal law. All City Council members present at the meeting were present in executive session, along with the City Attorney who attended by telephone. No other items were discussed and no votes taken.

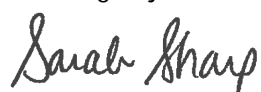
(13) Discussion and vote regarding the hiring of an individual as city manager and the approval of an employment contract.

Motion by DeMier, second by Hays to approve hiring John Feary as City Manager, with the proposed contract as discussed in executive session. Roll call vote: Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:44 P.M.



Sarah Sharp, MMC
City Clerk