

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Claremore, Oklahoma December 21, 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: Jennifer Lewis, Ken Hays, Herb McSpadden, Will DeMier, Bill Flanagan, Brian Callender, Dennis Grace, Scott Savage

Absent: Justin Michael

Staff Present: Bryan Drummond, Sarah Sharp, Tim White, Garrett Ball, Tanya Andrews, Meggie Froman-Knight

Invocation by Councilman Ken Hays

CALL TO THE PUBLIC

None

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Savage that the agenda for the Regular CCDCA meeting of December 21, 2020 be approved as written. Roll call vote: Lewis, yes; Hays, yes; McSpadden, 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 Cultural Development Authority Meeting on December 07, 2020.

(b) All claims as printed.

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

ADJOURNMENT

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

Meeting adjourned at 6:04 P.M.

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

Sarah Sharp, MMC
City Clerk

**Minutes of the Claremore Public Works Authority Regular Meeting
Claremore, Oklahoma December 21, 2020
Claremore Community Center
2301 N. Sioux Ave.**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:04 P.M.

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

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

Absent: Justin Michael

Staff Present: Bryan Drummond, Sarah Sharp, Tim White, Garrett Ball, Tanya Andrews, Meggie Froman-Knight

ACCEPTANCE OF THE AGENDA

Motion by Savage, second by Lewis that the agenda for the Regular CPWA meeting of December 21, 2020 be approved as written. Roll call vote: Lewis, yes; Hays, yes; McSpadden, 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 December 07, 2020.**
- (b) All claims as printed.**
- (c) Approval of Olsson invoice #374375 in the amount of \$10,539.28 for the ODOT Frederick Road/ new Highway 20 Utility Relocation project (Garrett Ball).**
- (d) Approval of MKEC Engineering invoice #168679 in the amount of \$48,963.00 for the Pavement Maintenance Plan project (Garrett Ball).**
- (d) Approval of MESHEK Engineering invoice #7777 in the amount of \$1,125.90 for the Stormwater Analysis & Design project, Forest Park Roadway Design (Garrett Ball).**
- (e) Approval of MESHEK Engineering invoice #7806 in the amount of \$2,818.30 for the Reavis Road project (Garrett Ball).**

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

ADJOURNMENT

Motion by Callender, second by McSpadden to adjourn. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Grace, 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, MMC
City Clerk

**Minutes of the Claremore City Council Regular Meeting
Claremore, Oklahoma December 21, 2020
Claremore Community Center
2301 N. Sioux Ave.**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:06 P.M.

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

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

Absent: Justin Michael

Staff Present: Bryan Drummond, Sarah Sharp, Tim White, Garrett Ball, Tanya Andrews, Meggie Froman-Knight

ACCEPTANCE OF THE AGENDA

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

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

(1) CIEDA Quarterly Update (Meggie Froman-Knight).

CIEDA recently won 2 awards from the International Economic Development Council for the public-private partnership with MST Manufacturing and for the CIEDA Talent Development Program. Rogers County Center for Manufacturing and Workforce Excellence has been launched in partnership with Rogers County Development and Tulsa Ports. Connect Claremore training for small businesses have been held and additional training topics are scheduled for February. In 2020 CIEDA has submitted 23 Requests for Proposals.

MAYOR'S REPORT & APPOINTMENTS

(2) Approval of appointment of Bill Flanagan to the INCOG Board of Directors for a 2 year term beginning January 1, 2021.

Motion by Flanagan, second by Callender to approve the appointment of Bill Flanagan to the INCOG Board of Directors for a 2-year term beginning January 1, 2021. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Grace, yes; and Savage, yes. Motion carried.

(3) Approval of appointment of Will DeMier as the alternate to the INCOG Board of Directors for a 2 year term beginning January 1, 2021.

Motion by Flanagan, second by Callender to approve appointment of Will DeMier as the alternate to the INCOG Board of Directors for a 2 year term beginning January 1, 2021. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Grace, yes; and Savage, yes. Motion carried.

STAFF REPORTS

None

CURRENT BUSINESS

(4) Approve/Reject the following consent items:

(a) Minutes of the Regular Council Meeting on December 7, 2020.

(b) All claims as printed.

(c) Actual salary claims for pay period ending November 28, 2020 in the amount of \$518,019.92 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 DeMier to approve the consent items as listed. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Grace, yes; and Savage, yes. Motion carried.

(5) Discussion and vote to Approve/Reject the Independent Audit Report for the City of Claremore for the fiscal year ending June 30, 2020 (Suzan Maloy/Anne Elfrink/Kirk Vanderslice).

City Treasurer Anne Elfrink and Auditor Kirk Vanderslice were present to present and review the audit. Elfrink stated there was a big discrepancy in the WW operations over last year, but that was due to GASB reporting requirements relating to a capital grant last year. Elfrink stated the City's overall financials are strong. Vanderslice reported a clean opinion on both the financial statements and internal controls.

Motion by Hays, second by DeMier to approve the Independent Audit Report for the City of Claremore for the fiscal year ending June 30, 2020. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Grace, yes; and Savage, yes. Motion carried.

(6) Discussion and vote to Approve/Reject Change Order Request #1 for the Street Department Building Rehabilitation project (Garrett Ball).

Motion by McSpadden, second by Savage to approve Change Order Request #1 for the Street Department Building Rehabilitation project. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Grace, yes; and Savage, yes. Motion carried.

(7) Discussion and vote to Approve/Reject awarding a construction contract for the Expo Storage Building project to Vexus Contracting, LLC in the amount of \$327,000 (Garrett Ball/Tanya Andrews).

The engineer estimate was \$420,000. There were 12 bids received, the lowest bid was \$203,000 under budgeted amount.

Motion by DeMier, second by McSpadden to award the construction contract for the Expo Storage Building project to Vexus Contracting, LLC in the amount of \$327,000. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Grace, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:42 P.M.



Sarah Sharp, MMC
City Clerk