

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Claremore, Oklahoma January 4, 2021
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, Will DeMier, Bill Flanagan,
Brian Callender, Justin Michael, Dennis Grace, Scott Savage

Absent: Herb McSpadden

Staff Present: John Feary, Bryan Drummond, Sarah Sharp, David White, Garrett Ball,
Andrew Knife Chief

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 CCDA meeting of January 4, 2021 be approved as written. Roll call vote: Lewis, yes; Hays, 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
December 21, 2020.**

(b) All claims as printed.

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

ADJOURNMENT

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

**Minutes of the Claremore Public Works Authority Regular Meeting
Claremore, Oklahoma January 4, 2021
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, Will DeMier, Bill Flanagan,
Brian Callender, Justin Michael, Dennis Grace, Scott Savage

Absent: Herb McSpadden

Staff Present: John Feary, Bryan Drummond, Sarah Sharp, David White, Garrett Ball,
Andrew Knife Chief

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by DeMier that the agenda for the Regular CPWA meeting of January 4, 2021 be approved as written. Roll call vote: Lewis, yes; Hays, 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 Public Works Authority Meeting on
December 21, 2020.**

(b) All claims as printed.

**(c) Approval of renewal of the electric transformer bid to Wiley Transformer Company.
(David White)**

(d) Approval to solicit bids for electric substation repairs. (David White)

(d) Approval to solicit bids for electric poles. (David White)

**(e) Approval of Garver invoice #19W02161-6 in the amount of \$42,925.00 for
engineering services through July 31, 2020 required for the Talbert waterline
project. (Garrett Ball)**

**(f) Acceptance of DEQ permit No. WL000066200828 for the replacement of 2,800
linear feet of 24 inch PVC, 7,309 linear feet of 16 inch PVC, 245 linear feet of 12 inch
PVC, 680 linear feet of 8 inch PVC, 170 linear feet of 6 inch PVC potable water line
and all appurtenances, relating to the Talbert-Sioux waterline project. (Garrett Ball)**

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

**(2) Discussion and vote to Approve/Reject a Utility Relocation Agreement with Oklahoma Department of Transportation (ODOT) for relocation of waterlines affected by the New State Highway 20 project near the intersection of Flint Road and Frederick Road.
(Garrett Ball)**

Project estimated costs will be \$504,000. 2.66% will be reimbursed by the City, the remainder by ODOT. This will combine 2 lines into 1 new line that will service both sides of the road; a 6 inch line gifted from Rural Water District #5 and a 12 inch line. The reimbursed amount varies depending on whether or not the lines are in the right-of-way or easement.

Motion by DeMier, second by Savage to approve the Waterline Utility Relocation Agreement with ODOT. Roll call vote: Lewis, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

**(3) Discussion and vote to Approve/Reject a Utility Relocation Agreement with the Oklahoma Department of Transportation (ODOT) for relocation of electric lines affected by the New State Highway 20 project near the intersection of Flint Road and Frederick Road.
(Garrett Ball)**

Currently there's overhead power on the west side of the road; most is in the public right-of-way. 40.5% will be paid by the CPWA, 59.5% by ODOT. It includes betterment; going from overhead to underground. Estimated cost is \$699,000. The project will be bid out with the water portion of the project. Contractor will lay the electric conduit; electric department will pull the lines and connect.

Motion by Hays, second by Savage to approve the Electric Utility Relocation Agreement with ODOT. Roll call vote: Lewis, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:13 P.M.



Sarah Sharp, MMC
City Clerk

**Minutes of the Claremore City Council Regular Meeting
Claremore, Oklahoma January 4, 2021
Claremore Community Center
2301 N. Sioux Ave.**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:13 P.M.

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

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

Absent: Herb McSpadden

Staff Present: John Feary, Bryan Drummond, Sarah Sharp, David White, Garrett Ball,
Andrew Knife Chief

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Savage that the agenda for the Regular Claremore City Council meeting of January 4, 2021 be approved as written. Roll call vote: Lewis, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

(1) Claremore Main Street Yearly Update (Jacob Garrison).

Organization:

The Partnership Drive raised \$30,168.00 for FY2019/2020; \$40,029.00 for FY2020/2021.

Economic Vitality:

They are working on a façade grant expansion, building database, and downtown maps.

Design:

Historic Downtown Sign

Anne's Cleaners- added old photos to the windows

Military banners

Christmas lights outlining the downtown buildings that will be up year-round

Promotions:

2 new events in 2020: Paint the town event for RSU and Corporate Olympics

Other:

Added a new employee through COVID grant funds

New branding

Cherokee mural will be added on Main Street Tavern building

Homeward Bound has sold

Main Street moved to a new office location

Future Goals:

Economic Development Plan: Downtown District and Unified Development Code and grant growth

Secure long-term funding for staffing

Community Partnership

Web/app presence

MAYOR'S REPORT & APPOINTMENTS

STAFF REPORTS

COVID-19 Update

Complaints on electric are being addressed and sought out to be corrected.

Next Monday will be the pre-capital meeting. The next Council meeting will be Tuesday, January 19th.

A budget amendment for electric substation repairs will be on the next agenda.

CURRENT BUSINESS

(2) Approve/Reject the following consent items:

(a) Minutes of the Regular Council Meeting on December 21, 2020.

(b) All claims as printed.

(c) Actual salary claims for pay period ending December 12, 2020 in the amount of \$517,305.00 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 Savage to approve the consent items as listed. Roll call vote: Lewis, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

(3) Discussion and vote to Approve/Reject Resolution No. 2021-1, supporting Coronavirus Response Community Development Block Grant (CDBG-CV) 2020 (Andy Armstrong/Andrew Knife Chief).

\$8 million has been set aside for the state. Eighteen cities have submitted letters of interest. Applications are due in February 2021. We should apply for \$450,000 in COVID Cares money. Funds are restricted to utility assistance, mental health, Pelivan, and nutrition assistance.

Motion by Hays, second by DeMier to approve Resolution 2021-1. Roll call vote: Lewis, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

(4) Discussion and vote to Approve/Reject the Citizen Participation Plan for Claremore Community Development Block Grant Project COVID Relief with the Oklahoma Department of Commerce (Andy Armstrong/Andrew Knife Chief).

Motion by DeMier, second by Hays to approve the Citizen Participation Plan for CDBG COVID Relief project. Roll call vote: Lewis, yes; Hays, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

ADJOURNMENT

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

Meeting adjourned at 6:39 P.M.

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

Sarah Sharp, MMC
City Clerk