

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Claremore, Oklahoma April 5, 2021**

NOTICE: This meeting was conducted at this physical location, Claremore City Hall Council Chambers, 104 S. Muskogee Ave., and via videoconference and/or audioconference.

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: Herb McSpadden, Ken Hays, 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, Sean Douglas, Garrett Ball, Meggie Froman-Knight, Ashley Hickman, Caitlyn Ngare, Eric Winn, Andrew Knife Chief, Jordan White, Stan Brown

Invocation by Scott Newton, Claremore First Baptist Church

CALL TO THE PUBLIC

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Michael that the agenda for the Regular CCDA meeting of April 5, 2021 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 March 15, 2021.

(b) All claims as printed.

Motion by Hays, second by McSpadden to approve the consent items as listed. Roll call vote: 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 Savage, second by Hays 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 6:03 P.M.

Sarah Sharp

Sarah Sharp, CMC
City Clerk

**Minutes of the Claremore Public Works Authority Regular Meeting
Claremore, Oklahoma April 5, 2021**

NOTICE: This meeting was conducted at this physical location, Claremore City Hall Council Chambers, 104 S. Muskogee Ave., and via videoconference and/or audioconference.

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: Herb McSpadden, Ken Hays, 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, Sean Douglas, Garrett Ball, Meggie Froman-Knight, Ashley Hickman, Caitlyn Ngare, Eric Winn, Andrew Knife Chief, Jordan White, Stan Brown

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by McSpadden that the agenda for the Regular CPWA meeting of April 5, 2021 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 Public Works Authority Meeting on March 15, 2021.**
- (b) All claims as printed.**
- (c) Approval of Olsson invoice #377263 in the amount of \$6,934.78 for the ODOT Frederick Road/new Highway 20 Utility Relocation project (Garrett Ball).**
- (d) Approval of MKEC Engineering invoice #173183 in the amount of \$28,966.00 for the Claremore Pavement Maintenance Plan project (Garrett Ball).**
- (e) Approval of the acceptance of DEQ Permit No. WL000066210166 for the construction of 8" PVC potable water line and all appurtenances to serve the Red Plains Subdivision Phase 2 (Garrett Ball).**
- (f) Approval of the acceptance of DEQ Permit No. SL000066210165 for the construction of 8" PVC sanitary sewer line and all appurtenances to serve the Red Plains Subdivision Phase 2 (Garrett Ball).**
- (g) Approval for solicitation of sealed bids for the Harvest Hills Sanitary Sewer Relocation project (Garrett Ball).**

(h) Approval of an agreement with Cottie Foods Midwest, Inc. to provide material cost for alley rehab (Jonah Humes).

Motion by Hays, second by Michael 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.

(2) Discussion and vote to Approve/Reject Change Order #1 for the Talbert-Sioux Waterline Replacement project (Garrett Ball).

The bid opening was postponed twice due to winter storms. Project has been awarded, contractor has checked into availability of materials. Resin supplier has declared force majeure due to a natural disaster. This will increase the cost of the pipe for the project. Scope of the project has not changed. Change order is for the change in cost of the pricing for the PVC pipe.

City Attorney stated the Change Order is legal and complies with the competitive bidding act.

Motion by Michael, second by Hays to approve the change order. 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 Michael, second by Hays 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 6:14 P.M.

Sarah Sharp

Sarah Sharp, CMC
City Clerk

**Minutes of the Claremore City Council Regular Meeting
Claremore, Oklahoma April 5, 2021**

NOTICE: This meeting was conducted at this physical location, Claremore City Hall Council Chambers, 104 S. Muskogee Ave., and via videoconference and/or audioconference.

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:18 P.M.

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

Present: Herb McSpadden, Ken Hays, 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, Sean Douglas, Garrett Ball, Meggie Froman-Knight, Ashley Hickman, Caitlyn Ngare, Eric Winn, Andrew Knife Chief, Jordan White, Stan Brown

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Savage that the agenda for the Regular Claremore City Council meeting of April 5, 2021 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

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

Introduction of Jordan White to the CIEDA team.

Retail announcements: Atwoods Burkes, Wendy's and Aldi.

CIEDA has submitted more RFP responses in the first quarter of 2021 than in all of 2020.

Through the Connect Claremore Small Business program they have a Google My Business training scheduled for April 8th. They have been averaging 30-40 participants for these trainings.

Caitlyn Ngare provided a workforce update. They are relaunching Finding Work Friday.

Eric Winn provided an Airport update. They have 83 aircraft at the field. They received a \$13,000 grant from COVID relief funds. Talked about fuel sale trends.

They also presented 2021 goals and objectives.

MAYOR'S REPORT & APPOINTMENTS

None

STAFF REPORTS

John Feary- Claremore Day at the Capitol that was scheduled for April 14th has been canceled by the Capitol COVID Task Force.

Feary also mentioned to keep Councilor Lewis and her family in your thoughts and prayers.

CURRENT BUSINESS

(2) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on March 15, 2021.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay period ending March 6, 2021 in the amount of \$518,560.27 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 OMRF lump sum payment for Thad Bennett (Ashley Hickman).**
- (e) Approval of Memorandum of Understanding between the City of Claremore & Claremore Fire Union, IAFF Local 1077 (John Feary).**

Motion by Hays, second by Michael 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.

(3) Discussion and vote to Approve/Reject Ordinance No. 2021-2, repealing Section 96.06 of Chapter 96, Title IX of the Ordinances of the City of Claremore, Oklahoma, regarding face coverings and social distancing during the COVID-19 Pandemic Civil Emergency (Will DeMier).

Mayor-Ordinance was originally enacted due to the overwhelming hospitalizations. Numbers have been trending down and continue to do so. According to Claremore Regional, all active cases are being treated at the Tulsa facility and they are able to treat all the cases.

Brian-questioned if citizens will still have to wear masks at City facilities.

Motion by Hays, second by Michael to approve Ordinance No. 2021-2. Roll call vote: Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

(4) Discussion and vote to Approve/Reject an Emergency Clause for Ordinance No. 2021-2, that this Ordinance shall be in full force and effect immediately from and after its passage, approval and adoption (Will DeMier).

Motion by Michael, second by DeMier to approve the emergency clause for Ordinance No. 2021-2. Roll call vote: Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

(5) Discussion and vote to Approve/Reject contract for Medical, Dental, and Life Insurance for Fiscal Year 2021-2022 (Ashley Hickman).

Dason Gwartney was present to discuss plan change for 21/22 for partial self-funding of the policies. There will be stop-loss gap insurance and aggregate insurance. Blue Cross Blue Shield will still be a partner with City. A little over 2.5 m renewal. This change will allow staff and consultants to tailor a plan for the City that meets the needs of the employees within the next 2-5 years and save money long-term. Employees will see no changes in premiums, deductibles, or coverage this year; this change will only affect the funding mechanism.

Motion by McSpadden, second by DeMier to approve the insurance contract for FY2021-2022. Roll call vote: Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

(6) Discussion and vote to Approve/Reject entering into an amended agreement with Oklahoma Natural Gas (ONG) for relocation of a gas line in conflict with improvements proposed at the Lowry Culverts (Garrett Ball).

John- The original estimate was misquoted in November 2020 due to a software error on their side. In January the city received the final bill for the project in the amount of \$212,000. Staff has reviewed the bill with ONG and they have sent a revised bill of \$176,864.00, for a reduction of \$35,450.37. Staff has consulted with legal, and the funds are still owed. The City could enter into a long legal battle, but that is not advised. Almost every capital project we do involves ONG relocating a utility. The City is set to do over \$20 Million in capital projects within the next 3 years. They have demonstrated some humility through this, and we have extended some grace.

Motion by Savage, second by Hays to approve the amended agreement with ONG. 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 Resolution No. 2021-4, authorizing the application for the FY-2021 CDBG Small Cities Program and authorizing the Mayor and staff to sign applicable documents related to the CDBG projects (Andrew Knife Chief/Andy Armstrong).

The 2021 project will address WWT facility storage and capacity.

Motion by Michael, second by McSpadden to approve Resolution No. 2021-4. 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 Resolution No. 2021-5, relating to a CDBG grant for Sanitary Sewer Improvements committing up to \$195,715 as leverage from the City of Claremore (Andrew Knife Chief/Andy Armstrong).

Motion by Michael, second by Flanagan to approve Resolution No. 2021-5. 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. 2021-6, authorizing the Mayor and staff to sign closeout documents related to the City's Community Development Block Grant 17569 CDBG 2019 for sidewalk/handicapped access improvements (Andrew Knife Chief/ Andy Armstrong).

Motion by Michael, second by Grace to approve Resolution No. 2021-6. 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) Approve/Reject entering into executive session to discuss collective bargaining labor negotiation proceedings concerning the Claremore Fire Union, IAFF Local 1077 pursuant to the Oklahoma Statute title 25, Section 307 (b) (2).

Time In: 7:05 p.m.

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

(11) Vote to acknowledge return to open session.

Time Out: 7:33 p.m.

Motion by Hays, second by Michael to approve returning 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.

(12) Statement of executive session minutes.

While in executive session council met to discuss the collective bargaining labor negotiation proceedings concerning the Claremore Fire Union, IAFF Local 1077 pursuant to the Oklahoma Statute title 25, Section 307 (b) (2). All council members present at the meeting were present in executive session, with Councilors DeMier and Callender attending via videoconference. The City Manager John Feary, City Attorney Bryan Drummond, and Fire Chief Sean Douglas were also present. No other items were discussed and no votes were taken.

(13) Discussion and vote to Approve/Reject the 2021/2022 Collective Bargaining Agreement between the City of Claremore and the Claremore Fire Union, IAFF Local 1077 (John Feary).

Motion by Michael, second by Grace to approve the 2021/2022 Collective Bargaining Agreement with Claremore Fire, IAFF Local 1077. Roll call vote: Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, no; Callender, yes; Michael, yes; Grace, yes; and Savage, yes. Motion carried.

ADJOURNMENT

Motion by Callender, second by Hays 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 7:35 P.M.

Sarah Sharp

Sarah Sharp, CMC
City Clerk