

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Claremore, Oklahoma July 19, 2021  
Claremore City Hall Council Chambers, 104 S. Muskogee 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:** Scott Savage, Brian Callender, Bill Flanagan, Jonathan Eslick, Herb McSpadden, Lindsey Erwin

**Absent:** Debbie Long, Justin Michael, Jennifer Lewis

**Staff Present:** John Feary, Sarah Sharp, Tim White, Gio Ngare, Kyle Clifton, Garrett Ball, Andrew Knife Chief, Sean Douglas, Sherry Beach, Meggie Froman-Knight, Jordan White, Eric Winn, Chris Paulsen, Caitlyn Ngare, Stan Brown

Invocation by Brett Metcalfe, Claremore Nazarene Church

**CALL TO THE PUBLIC**

None

**ACCEPTANCE OF THE AGENDA**

Motion by McSpadden, second by Erwin that the agenda for the Regular CCDCA meeting of July 19, 2021 be approved as written. Roll call vote: Savage, yes; Callender, yes; Flanagan, yes; Eslick, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**CURRENT BUSINESS**

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

**(a) Minutes of the Regular Claremore Cultural Development Authority Meeting on July 06, 2021.**

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

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

## **ADJOURNMENT**

Motion by McSpadden, second by Erwin to adjourn. Roll call vote: Savage, yes; Callender, yes; Flanagan, yes; Eslick, yes; McSpadden, yes; and Erwin, yes. Motion carried.

Meeting adjourned at 6:02 P.M.

# Sarah Sharp

Sarah Sharp, CMC  
City Clerk

**Minutes of the Claremore Public Works Authority Regular Meeting  
Claremore, Oklahoma July 19, 2021  
Claremore City Hall Council Chambers, 104 S. Muskogee Ave.**

**CALL TO ORDER**

Meeting called to order by Mayor Bill Flanagan at 6:02 P.M.

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

**Present:** Scott Savage, Brian Callender, Bill Flanagan, Jonathan Eslick, Herb McSpadden, Lindsey Erwin

**Absent:** Debbie Long, Justin Michael, Jennifer Lewis

**Staff Present:** John Feary, Sarah Sharp, Tim White, Gio Ngare, Kyle Clifton, Garrett Ball, Andrew Knife Chief, Sean Douglas, Sherry Beach, Meggie Froman-Knight, Jordan White, Eric Winn, Chris Paulsen, Caitlyn Ngare, Stan Brown

**ACCEPTANCE OF THE AGENDA**

Motion by McSpadden, second by Callender that the agenda for the Regular CPWA meeting of July 19, 2021 be approved as written. Roll call vote: Savage, yes; Callender, yes; Flanagan, yes; Eslick, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**CURRENT BUSINESS**

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

- (a) Minutes of the Regular Claremore Public Works Authority Meeting on July 06, 2021.**
- (b) All claims as printed.**
- (c) Approval of MESHEK Engineering invoice #8445 in the amount of \$5,314.36 for the Stormwater Analysis & Design project, Lowry Regional Detention Design (Garrett Ball).**
- (d) Approval of MESHEK Engineering invoice #8444 in the amount of \$1,489.34 for the Stormwater Analysis & Design project, Forest Park Roadway Design (Garrett Ball).**
- (e) Approval of Garver invoice #19W02161-10 in the amount of \$2,980.00 for construction work for the Talbert-Sioux Waterline Project (Garrett Ball).**
- (f) Approval of MESHEK Engineering invoice #8407 in the amount of #8407 for the Reavis Road Culvert project (Garrett Ball).**
- (g) Approval of McGuire Brothers invoice #2 in the amount of \$415,256.60 for construction work for the Talbert-Sioux Waterline project (Garrett Ball).**

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

**(2) Discussion and vote to Approve/Reject Task Order #1 with Garver LLC to complete an update of the 2060 Water Master Plan at an estimated cost of \$80,000.00 (Garrett Ball).**

Ball reported the Water Master Plan was last updated in 2009, and the main focus of the proposed update will be on the raw water supply. The current water treatment plant can theoretically produce more water than there is available at times. Finding an additional water source can be a time consuming process, and as Claremore continues to grow, we want to be prepared.

Motion by McSpadden, second by Erwin to approve Task Order #1 with Garver LLC to complete an update of the 2060 Water Master Plan at an estimated cost of \$80,000.00. Roll call vote: Savage, yes; Callender, yes; Flanagan, yes; Eslick, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**ADJOURNMENT**

Motion by Savage, second by Callender to adjourn. Roll call vote: Savage, yes; Callender, yes; Flanagan, yes; Eslick, yes; McSpadden, yes; and Erwin, yes. Motion carried.

Meeting adjourned at 6:12 P.M.

**Sarah Sharp**

Sarah Sharp, CMC  
City Clerk

**Minutes of the Claremore City Council Regular Meeting  
Claremore, Oklahoma July 19, 2021  
Claremore City Hall Council Chambers, 104 S. Muskogee 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:** Scott Savage, Brian Callender, Bill Flanagan, Jonathan Eslick, Herb McSpadden, Lindsey Erwin

**Absent:** Debbie Long, Justin Michael, Jennifer Lewis

**Staff Present:** John Feary, Sarah Sharp, Tim White, Gio Ngare, Kyle Clifton, Garrett Ball, Andrew Knife Chief, Sean Douglas, Sherry Beach, Meggie Froman-Knight, Jordan White, Eric Winn, Chris Paulsen, Caitlyn Ngare, Stan Brown

**ACCEPTANCE OF THE AGENDA**

Motion by Callender, second by Eslick that the agenda for the Regular Claremore City Council meeting of July 19, 2021 be approved as written. Roll call vote: Savage, yes; Callender, yes; Flanagan, yes; Eslick, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**AWARDS, PRESENTATIONS, AND COMMUNICATIONS**

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

Jordan White reported CIEDA has responded to 30 RFP's in 2021, in addition to working with 7 companies directly.

Caitlyn Ngare reported unemployment in Rogers County is decreasing. CIEDA will be partnering with local companies to host a job fair at the Expo on 6/29/21. Over 25 companies have signed up to participate.

Airport Director Eric Winn gave a report of the airport has had an estimated 5900 take-off and landing operations for 2021. A new t-hanger project has just let out to bid and they will be updating the master plan to account and plan for future growth.

CIEDA Director Meggie Froman-Knight reported CIEDA will be hiring a part time small business specialist to work with Connect Claremore to assist small businesses.

## **MAYOR'S REPORT & APPOINTMENTS**

### **(2) Approval of the appointment of Sheryl Wilcox to the Library Board to replace outgoing member Bill Anderson.**

Motion by Callender, second by Savage to approve the appointment of Sheryl Wilcox to the Library Board to replace outgoing member Bill Anderson. Roll call vote: Savage, yes; Callender, yes; Flanagan, yes; Eslick, yes; McSpadden, yes; and Erwin, yes. Motion carried.

## **STAFF REPORTS**

IT Director Tim White introduced new employee Gio Ngare, and discussed a new app the city will be using. The app will be available to all citizens and will give information on events in the community and City facilities. There will be future roll outs that will allow for additional functions. White thanked Kanati Strategies for their assistance in getting this app launched.

Police Chief Stan Brown announced National Night Out will be held at Claremore Lake on Tuesday, August 3<sup>rd</sup> from 6:30-8:30 p.m. There will be food, live music, bouncy houses, and more. Brown stated this is a great way for officers to reach out and establish relationships within the community and also allows the community to see officers as real people. Volunteers for Youth will partner on the event and will be doing a back to school supply distribution, a vaccination van will be onsite for anyone that needs updated vaccinations, and there will be free haircuts as well.

CM Feary reported there were over 250 volunteers that showed up for Love Your Neighbor Day. Feary stated this is just another great example of what this community is about.

Feary also reported that as of tomorrow he will be on vacation and Chief Brown will be acting City Manager in his absence.

## **CURRENT BUSINESS**

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

- (a) Minutes of the Regular Council Meeting on July 06, 2021.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay periods ending June 26, 2021 in the amount of \$535,793.80 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 a special exemption to Ordinance 132.05 to allow a fireworks display on Thursday, September 16<sup>th</sup> for the Rogers County Fair (Allison Dietzfield).**

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

**(4) Discussion and vote to Approve/Reject the annual contract between Claremore Main Street, Inc. and the City of Claremore in the amount of \$35,000.00 for FY2021-2022 (John Feary/Jacob Garrison).**

Motion by McSpadden, second by Eslick to approve the annual contract between Claremore Main Street, Inc. and the City of Claremore in the amount of \$35,000.00 for FY2021-2022. Roll call vote: Savage, yes; Callender, yes; Flanagan, yes; Eslick, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**(5) Discussion and vote to Approve/Reject Resolution No. 2021-\_\_\_\_, supporting Claremore Main Street, Inc.'s continued participation in the Oklahoma Main Street program (John Feary/Jacob Garrison).**

Motion by McSpadden, second by Callender to approve Resolution No. 2021-10, supporting Claremore Main Street, Inc.'s continued participation in the Oklahoma Main Street program. Roll call vote: Savage, yes; Callender, yes; Flanagan, yes; Eslick, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**(6) Discussion and vote to Approve/Reject Ordinance No. 2021-\_\_\_\_, adding Section 130.04 to Chapter 130 of the Ordinances of the City of Claremore regarding adoption of State Misdemeanor Statues (Stan Brown).**

Motion by Callender, second by McSpadden to approve Ordinance No. 2021-8, adding Section 130.04 to Chapter 130 of the Ordinances of the City of Claremore regarding adoption of State Misdemeanor Statues. Roll call vote: Savage, yes; Callender, yes; Flanagan, yes; Eslick, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**(7) Discussion and vote to Approve/Reject an emergency clause for Item #6, Ordinance No. 2021-\_\_\_\_, that this Ordinance shall be in full force and effect immediately from and after its passage, approval, and adoption (Stan Brown).**

Item #7 was not voted upon, as the amount of Councilors required by City Charter to pass an emergency clause were not present at the meeting.

**(8) Discussion and vote to Approve/Reject Resolution No. 2021-\_\_\_\_, adopting the Multi-Jurisdictional Hazard Mitigation Plan Update with Claremore Public Schools (Sean Douglas).**

Motion by McSpadden, second by Erwin to approve Resolution No. 2021-11, adopting the Multi-Jurisdictional Hazard Mitigation Plan Update with Claremore Public Schools. Roll call vote: Savage, yes; Callender, yes; Flanagan, yes; Eslick, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**(9) Discussion and vote to Approve/Reject upgrading the traffic detection, controller cabinets, and other traffic light components, through a sole source agreement with Signal Tek (Jonah Humes/John Feary).**

Motion by McSpadden, second by Erwin to approve upgrading the traffic detection, controller cabinets, and other traffic light components, through a sole source agreement with Signal Tek. Roll call vote: Savage, yes; Callender, yes; Flanagan, yes; Eslick, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**(10) Discussion and vote to Approve/Reject Resolution No. 2021-\_\_\_\_\_, to renew, ratify, and affirm certain Sales Tax Agreement dated May 1, 2021 and April 1, 2013, respectfully, between the City of Claremore and the Claremore Public Works Authority for the fiscal year ending June 30, 2022 (Suzan Maloy).**

Item #10 was withdrawn.

**(11) Discussion and vote to Approve/Reject Resolution No. 2021-\_\_\_\_\_, in support of the Oklahoma Department of Transportation and Tulsa's Route 66 Commission's Oklahoma USBR66 project (Andrew Knife Chief).**

Motion by McSpadden, second by Erwin to approve Resolution No. 2021-12, in support of the Oklahoma Department of Transportation and Tulsa's Route 66 Commission's Oklahoma USBR66 project. Roll call vote: Savage, yes; Callender, yes; Flanagan, yes; Eslick, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**(12) Discussion and vote to Approve/Reject the FY2021 CDBG-CV Contract Agreement between Grand Lake Mental Health Center, Inc. and the City of Claremore in the amount of \$86,386.32 (Andrew Knife Chief).**

Knife Chief stated that part of the Cares Act funding tasked the City to partner with a health/mental health service that provides services within the community.

Matthew Spencer, Regional Adult Outpatient Services Director of Grand Lake Mental Health Center was present to discuss their program and how the grant will assist in their patient access to care. Spencer stated the grant will provide greater access to care to families and will get iPads in the hands of patients that need that service, increasing tele-health services.

Jim Warring, Law Enforcement Employment Specialist with GLMH works with law enforcement agencies in the area. They will be able to install iPads in each police vehicle that allows officers



to speak with a licensed health care professional to determine the best course of action for the treatment of citizens needing assistance. Officers can also speak with a licensed professional for up to 10 free sessions on the iPads.

Motion by Callender, second by Savage to approve the FY2021 CDBG-CV Contract Agreement between Grand Lake Mental Health Center, Inc. and the City of Claremore in the amount of \$86,386.32. Roll call vote: Savage, yes; Callender, yes; Flanagan, yes; Eslick, yes; McSpadden, yes; and Erwin, yes. Motion carried.

Knife Chief also informed Council that part of the Cares Fund money received will be used for utility bills of citizens affected by COVID. The program will go live August 1<sup>st</sup>; citizens can go online to the utility page of the website to apply. The funds will not go directly to the citizens, but will be applied directly to their utility account to make it whole.

## **ADJOURNMENT**

Motion by Savage, second by Callender to adjourn. Roll call vote: Savage, yes; Callender, yes; Flanagan, yes; Eslick, yes; McSpadden, yes; and Erwin, yes. Motion carried.

Meeting adjourned at 7:28 P.M.

# Sarah Sharp

Sarah Sharp, CMC  
City Clerk