

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Claremore, Oklahoma November 15, 2021  
Claremore City Hall Council Chambers, 104 S. Muskogee Ave.**

**CALL TO ORDER**

Meeting called to order by Deputy Mayor Herb McSpadden at 6:00 P.M.

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

**Present:** Scott Savage, Debbie Long, Justin Michael, Brian Callender, Jennifer Lewis, Herb McSpadden, Lindsey Erwin

**Absent:** Bill Flanagan, Jonathan Eslick

**Staff Present:** John Feary, Bryan Drummond, Sarah Sharp, Gio Ngare, Garrett Ball, Kyle Clifton, Terri Peters

Invocation by Layla Freeman, Light of Hope

**CALL TO THE PUBLIC**

None.

**ACCEPTANCE OF THE AGENDA**

Motion by Long, second by Michael that the agenda for the Regular CCDA meeting of November 15, 2021 be approved as written. Roll call vote: Savage, yes; Long, yes; Michael, yes; Callender, yes; Lewis, 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 November 1, 2021.**

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

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

**(2) Discussion and vote to Approve/Reject Approve/Reject entering into an agreement with the Board of County Commissioners, City of Catoosa, Town of Verdigris, Town of Foyil, Town of Chelsea, Town of Oologah, Town of Talala, and the Town of Inola to establish the Rogers County Tourism Interlocal Cooperative (Tanya Andrews).**

This item has been removed from the agenda. No discussion or action taken.

**ADJOURNMENT**

Motion by Michael, second by Callender to adjourn. Roll call vote: Savage, yes; Long, yes; Michael, yes; Callender, yes; Lewis, 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 November 15, 2021  
Claremore City Hall Council Chambers, 104 S. Muskogee Ave.**

**CALL TO ORDER**

Meeting called to order by Deputy Mayor Herb McSpadden at 6:02 P.M.

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

**Present:** Scott Savage, Debbie Long, Justin Michael, Brian Callender, Jennifer Lewis, Herb McSpadden, Lindsey Erwin

**Absent:** Bill Flanagan, Jonathan Eslick

**Staff Present:** John Feary, Bryan Drummond, Sarah Sharp, Gio Ngare, Garrett Ball, Kyle Clifton, Terri Peters

**ACCEPTANCE OF THE AGENDA**

Motion by Michael, second by Long that the agenda for the Regular CPWA meeting of November 15, 2021 be approved as written. Roll call vote: Savage, yes; Long, yes; Michael, yes; Callender, yes; Lewis, 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 November 1, 2021.**
- (b) All claims as printed.**
- (c) Approval of McGuire Brothers Construction invoice #6 in the amount of \$98,861.44 for construction work for the Talbert-Sioux Waterline project (Garrett Ball).**
- (d) Approval of SMG invoice #2000118277 in the amount of \$32,634.00 for the Claremore Lake Dam project (Garrett Ball).**
- (e) Approval of Core & Main invoice #P645845 in the amount of \$1,460.00 for the Claremore Storm water Analysis & Design project, Lowry Regional Detention Design (Garrett Ball).**
- (f) Approval of Key Maintenance, Inc. invoice #2 for SB-2021-5 Water, in the amount of \$113,096.57 for the ODOT Frederick Road/new Highway 20 water relocation project (Garrett Ball).**
- (g) Approval of Key Maintenance, Inc. invoice #3 for SB-2021-6 Electric, in the amount of \$60,042.38 for the ODOT Frederick Road/new Highway 20 electric relocation project (Garrett Ball).**
- (h) Approval of Pryor Stone invoice #124780 in the amount of \$1,055.61 for the Claremore Lake Dam project (Garrett Ball).**

- (i) Approval of Pryor Stone invoice #124781 in the amount of \$15,020.63 for the Claremore Lake Dam project (Garrett Ball).**
- (j) Approval of ABC Pumping invoice #7626 in the amount of \$2,198.85 for the Claremore Lake Dam project (Garrett Ball).**
- (k) Approval of ABC Pumping invoice #7606 in the amount of \$2,348.65 for the Claremore Lake Dam project (Garrett Ball).**
- (l) Approval of Warren Cat invoice #B11401012 in the amount of \$1,574.35 for the Claremore Lake Dam project (Garrett Ball).**
- (m) Approval of Anchor Stone invoice #212545109 in the amount of \$245.87 for the Water Treatment Plant project (Garrett Ball).**
- (n) Approval of MKEC invoice #180593 in the amount of \$36,532.68 for the Frederick Road project (Garrett Ball).**
- (o) Approval of Meshek invoice #9198 in the amount of \$1,068.75 for the Claremore Storm water Analysis & Design project, Lowry Regional Detention Design (Garrett Ball).**
- (p) Approval of SMG invoice #2000117893 in the amount of \$25,993.50 for materials for the Claremore Lake Dam project (Garrett Ball).**

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

#### **ADJOURNMENT**

Motion by Michael, second by Callender to adjourn. Roll call vote: Savage, yes; Long, yes; Michael, yes; Callender, yes; Lewis, yes; McSpadden, yes; and Erwin, yes. Motion carried.

Meeting adjourned at 6:03 P.M.

*Sarah Sharp*

Sarah Sharp, CMC  
City Clerk

**Minutes of the Claremore City Council Regular Meeting  
Claremore, Oklahoma November 15, 2021  
Claremore City Hall Council Chambers, 104 S. Muskogee Ave.**

**CALL TO ORDER**

Meeting called to order by Deputy Mayor Herb McSpadden at 6:03 P.M.

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

**Present:** Scott Savage, Debbie Long, Justin Michael, Brian Callender, Jennifer Lewis, Herb McSpadden, Lindsey Erwin

**Absent:** Bill Flanagan, Jonathan Eslick

**Staff Present:** John Feary, Bryan Drummond, Sarah Sharp, Gio Ngare, Garrett Ball, Kyle Clifton, Terri Peters

**ACCEPTANCE OF THE AGENDA**

Motion by Long, second by Michael that the agenda for the Regular Claremore City Council meeting of November 15, 2021 be approved as written. Roll call vote: Savage, yes; Long, yes; Michael, yes; Callender, yes; Lewis, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**AWARDS, PRESENTATIONS, AND COMMUNICATIONS**

**MAYOR'S REPORT & APPOINTMENTS**

The Mayor is doing much better. He had a successful trip to MD Anderson and his cancer is in remission. Prayers and continued support are appreciated.

**STAFF REPORTS**

John- last Friday the first installment of the ARPA funding was received. \$1 million of that is budgeted for water/sewer projects. A budget amendment will be in the near future to replace some valves at the Water Treatment Plant. Garrett is currently putting together a scope of work for the project.

ONG has completed all their work on Highway 20 from Wewoka to the west and now ODOT can start on the work. ODOT will start working next Monday. We are thankful to ODOT and ONG for their diligence to get the project moving.

The Tree Lighting ceremony at Ne-Mar this week; it'll be at 6 pm on Thursday. There will be cookies and hot cocoa and photos with Santa.

**(1) Light of Hope’s “Illuminating Hope” event (Nancy Phelps).**

There will be a photo opportunity at Ne-Mar during the lights-on event. They will also have Santa at Ne-Mar every Friday evening from November 26<sup>th</sup> through Christmas.

The Illuminating Hope event at the Lake is a luminary walk and transformation tree at the Lake. There will be a map listing participating locations where families can drive around town and view houses on the Christmas Light Drive. Participating restaurants on the light drive will have specials for citizens.

John-In partnership with the Light of Hope Event, the City will have a Christmas light display at the Lake this year. We are hoping to grow this display each year for our citizens to enjoy.

**CURRENT BUSINESS**

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

- (a) Minutes of the Regular Council Meeting on November 1, 2021.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay periods ending October 16, 2021 in the amount of \$544,964.54 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 \$675,000. Payroll at \$675,000 amount to include payables.**
- (d) Approval of Duperon Corporation and Vision Equipment as a sole source vendor for supply of a mechanical bar screen for the Cat Creek Pump Station at the Waste Water Treatment Plant (Garrett Ball).**
- (e) Approval to enter into an agreement with the Board of County Commissioners, City of Catoosa, Town of Verdigris, Town of Foyil, Town of Chelsea, Town of Oologah, Town of Talala, and the Town of Inola to establish the Rogers County Tourism Interlocal Cooperative (Tanya Andrews).**

Item (e) was struck from the agenda.

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

**(3) Discussion and vote to Approve/Reject a request to grant an exception to the City of Claremore Purchasing Policy concerning the thresholds required for projects that necessitate professional services (Kyle Clifton).**

The current policy requires any project over \$20,001 to solicit bids for professional services. Frederick Road project is underway and easements and land acquisitions will need to be acquired. This one-time exemption will save \$150,000 on this project.

Motion by Michael, second by Callender to approve the Purchasing Policy exemption. Roll call vote: Savage, yes; Long, yes; Michael, yes; Callender, yes; Lewis, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**(4) Discussion and vote to Approve/Reject a request to file a petition with the City of Claremore to annex a 40 acre tract of land located in the SE/4 of the SE/4 of Section 15, Township 21 North, Range 16 East of the I.B.&M., Rogers County, Oklahoma (Kyle Clifton).**

Annexing in the 40 acre tract at the airport that the City purchased. There will be a future item to approve the zoning for this land.

Motion by Michael, second by Callender to approve the petition for annexation. Roll call vote: Savage, yes; Long, yes; Michael, yes; Callender, yes; Lewis, yes; McSpadden, yes; and Erwin, yes. Motion carried.

#### **ADJOURNMENT**

Motion by Michael, second by Callender to adjourn. Roll call vote: Savage, yes; Long, yes; Lewis, yes; McSpadden, yes; and Erwin, yes. Motion carried.

Meeting adjourned at 6:19 P.M.

*Sarah Sharp*

Sarah Sharp, CMC  
City Clerk