

MINUTES

CITY OF PURCELL
REGULAR MEETING
February 6, 2023
6:00 P.M.
IN THE COMMUNITY ROOM OF
THE PURCELL POLICE SERVICE BUILDING
1515 N. GREEN AVENUE

1. Call to order and declaration of a quorum present.

Mayor Fishburn called the meeting to order and declared a quorum to be present at 6:00 p.m.

2. Roll Call.

Roll call was conducted by City Clerk, Andrea Millsap, with the following results:

Councilmembers present: Ted Cox, Graham Fishburn, Theda Engert, Allen Eubanks.

Councilmembers absent: Jay Tate

Staff present: Dale Bunn, Victor Lohn, Andrea Millsap, Bobby Elmore, Serena Melton, Michael Minor

Counsel: Greg Dixon

3. Pledge of Allegiance.

Mayor Fishburn led the Pledge of Allegiance.

Dale Bunn offered the invocation.

4. Welcome.

Mayor Fishburn welcomed guests, staff, and council members.

Lance Jolly Request to Be Heard

Mr. Jolly purchased a lot in Riverview Estates on October 21 from land developer Harvey Yoakum to build a home. A knuckle on the 2006 plat has not been completed. Other homes have been issued permits. Mr. Jolly believes a permit to build should be issued to him and the knuckle worked out with Mr. Yoakum.

Mr. Bunn responded that a contractor and a friend of Mr. Yoakum are working on getting the knuckle constructed. They are needing a design from the contractor because it's being moved to the south so there's not an issue with a pipeline. Once that is received it will be given to the city engineer for review.

5. Discussion of Agenda Items.

Mayor Fishburn called for any discussion of agenda items.

6. Approve the Consent Agenda:

All items listed under the Consent Agenda are deemed to be non-controversial and routine in nature by the governing body. They will be approved by one motion of the governing body. The items on the Consent Agenda WILL NOT be discussed. Any member of the governing body desiring to discuss an item on the Consent Agenda may request it be removed from the Consent Agenda and placed in its proper order on the regular agenda for consideration.

- a. Approval of payment of claims as presented in the Council Expense Report in the amount of \$480,350.64.
- b. Approval of payment of Street & Alley Claims in the amount of \$5,500.00.
- c. Approval of payment for Unemployment Insurance in the amount of \$0.00.
- d. Approval of payment of Capital Improvement Claims in the amount of \$504,735.87.
- e. Approval of payment of Rural Fire Claims in the amount of \$48,476.00.
- f. Approval of payment of Cemetery Care in the amount of \$0.00.
- g. Approval of payment for Airport Authority Claims in the amount of \$6,000.00.
- h. Approval of estimated payroll in the amount of \$295,000.00.
- i. Approval of the Treasurer's Financial Report.
- j. Approval of January 3, 2023 Regular Meeting Minutes.

7. Consideration and possible action on items removed from the Consent Agenda.

No items removed from the consent agenda.

Vice-Mayor Cox made a motion second by Councilwoman Engert to approve the consent agenda as written.

Yes: Cox, Engert, Eubanks, Fishburn

No: None

Absent: Tate

8. Presentation and discussion of the Treasurer's Financial Report.

- Sales Tax thru December 2022 is up 6.98% over last year or \$251,500.00; up 10.07% over budget or \$352,532.00.
- Use Tax thru December 2022 is up 13.16% over last year or \$45,893.00; up 12.75% over budget or \$44,615.00.
- Tobacco Tax thru December 2022 is down 12.58% over last year or \$3,899.00; down 12.60% over budget or \$3,907.00.
- Electricity in December 2022 had a positive variance of \$102,209.00 vs last year; YTD the variance is positive \$742,127.00.
- Water in November 2022 had a positive variance of \$175,404.00 vs last year; YTD variance is positive \$270,960.00.
- General Fund in December 2022 the expenses were above revenues by \$200,658.00; YTD expenses were above revenues by \$240,480.00.
- Public Works in December 2022 the expenses were above revenues by \$27,512.00; YTD expenses are below revenues by \$105,614.00.

- The February utility billing was sent to the outsourcing company on Friday afternoon January 27, 2023, too late to be processed and mailed. They were mailed Monday, January 30, 2023. Due to the inclement weather we have yet to see any bills in the mail. We continue to work with UTS and INCODE on the billing issues. We have the problems narrowed down to 38 water meters. 36 of them we are water on parts to repair so they can be programmed correctly, the other two should be reprogrammed and read correctly for the March 1, 2023 utility billing.
- Discovered on Friday a commercial account that does not have a demand meter and is not on the billing code for a demand meter, all of the sudden the last two months shows on the consumption report to have a demand meter. We have been in contact with INCODE and have verified that the customer was billed correctly. INCODE has sent this issue up to their analyst and development team.
- I made the second of six \$100,000.00 monthly payments to the hospital in January 2023.

9. Presentation and discussion of the City Manager Report.

I-35 Interchange

- Right of Way Notice of Intent letter should be mailed out by Smith Roberts 2/7/23.
- Delay in sending out was due to a major internet fiber in the region of the right of ways and the plan had to be redrawn.
- Construction to start in 2025.

South Canadian Lift Station

- No changes from last month because of the weather.
- Electrician proposed fuses instead of breakers. We feel breakers are much safer for staff.
- Still waiting on some supplies/materials.
- Project may last until June.
- Plans to continue to accommodate the current lift station until that time.

Medical Office Building

- Opening still planned for March 20, 2023.

Green & Hallmark

- Traffic count and movement study by Traffic Engineering Consultants identified activity at the intersection that should justify signalization.
- With signals come turn lanes and sidewalks.
- TEC will apply to ACOG for an air quality grant that opens February 13th and is for 80% funding of the improvements to the intersection including signalization, construction or north and south turn lanes, sidewalks, and associated infrastructure changes.

S. Green Avenue Lighting Project

- Formally went out for bid and bid letting is scheduled on February 9th.
- Recommendation will be presented to council at next meeting.

Hospital Site

- Updated plan sheet provided.
- Central Plains making good progress on the retention pond.
- Line of sight of hospital from I-35 will require removing some trees from the corner of our property and some of the church property with their consent.
- Final Grading will continue after site dries out from the recent weather. Central Plains believes they will be able to complete it in 3 days from start.
- All roads will then need 2 weeks of good weather to complete the curbs and asphalt.
- Once those are complete, temporary roads will be removed and the irrigation and landscaping will be completed.

Main StreetScape

- Bids will be submitted to ODOT in April. Contract decisions will be based on the bids. Hoping to award bids in April and construction completed by November.

Trails

- Pending lighting, backfill with sod along the trail, parking at the trailhead, sponsor signs, bollards, and benches and trash cans installed.

Councilman Eubanks has been contacted by residents living along the road that leads to the dam to request a dead end sign to deter unnecessary traffic.

Water Drain Mains

- Michael Minor presented information concerning waterlines. He described where the lines were located, and described how the boosters get water into the city. Gave additional information concerning what happens when a water main breaks and service is interrupted. He also gave information concerning a solution of adding valves to the current systems and ways to isolate certain portions of the waterline(s) without cutting service entire sections of the city when repairing a main.

Miscellaneous

- Scotty Peery retired at the age of 92. He was a good man and will be missed by all.
- It's time for the Giving Time awards again and copies of the nomination forms have been passed out.

10. Discussion and possible action to approve outsourcing the Purcell City Code of Ordinances that are currently self-published.

Discussion was had about outsourcing the code of ordinances. Council requested proposals at the March meeting. No action taken.

11. Discussion and possible action to appoint a committee to propose requirements for a Short Term Rental Ordinance.

Mr. Dixon explained the need for input from various sources to compile an effective short term rental ordinance. Noted that 2 council members, someone in law enforcement, someone in code enforcement and one or two people familiar with real estate be considered.

23. Discussion and possible action to approve city manager signing a contract for the Rural Fire Department to purchase a rescue bed, up to \$60,000.00. This amount was approved in the 2022-2023 fiscal year budget.

Agenda Item No. 23 tabled. No action Taken.

24. Discussion and possible action to approve the recommendation from OMAG to deny Claim No. 212443-1-BD (Cox).

Vice-Mayor Cox made a motion second by Councilman Eubanks to approve Agenda Item No. 24 as written.

Yes: Cox, Eubanks, Engert, Fishburn

No: None

Absent: Tate

25. Presentation by Ariel Anglin on Safe Routes to School Resolution and Complete Streets Resolution.

Ariel Anglin thanked the city and the council for all the hard work in creating infrastructure to support active living, safety, and beautification in the community and listed many projects to support that statement. Noted these resolutions would provide additional support in these areas. Mr. Dixon asked if these were necessary to receive grants. Ms. Anglin noted that they are not required but they do want to see resolutions or policies that support physical activities in the community and one of these would meet that criteria. No specific language necessary but does help if any health initiative grants are sought.

26. Discussion and possible action to approve Proclamation to declare February 17th as United Acts of Kindness Day to inspire people in our community to come together to spread joy, hope, and love to friends, family, co-workers, and neighbors.

Mayor Fishburn read the proclamation.

Vice-Mayor Cox made a motion second by Councilman Eubanks to approve Agenda Item No. 26 as written.

Yes: Cox, Eubanks, Engert, Fishburn

No: None

Absent: Tate

Mayor Fishburn declared the meeting to be in recess in order to go into the Purcell Public Works Authority Meeting at 7:33 p.m.

Mayor Fishburn declared the City Council Meeting and the Purcell Public Works Authority in joint session in order to enter joint Executive Session at 7:53 p.m.

27. EXECUTIVE SESSION: DISCUSSION, CONSIDERATION RE: AN EXECUTIVE SESSION TO BE HELD IN ACCORDANCE WITH 25 O.S. 307 § (B) (3).

a. Discussion and consideration concerning the purchase or appraisal of real property in accordance with 25 O.S. 307 § (B) (3).

Councilman Eubanks made a motion second by Councilman Engert to enter into joint Executive Session at 8:09 p.m. with the following persons entering: Councilmembers who are present, City Attorney, City Manager, and City Treasurer.

Yes: Eubanks, Engert, Cox, Fishburn

No: None

Absent: Jay Tate

Mayor Fishburn declared the Council has returned from Executive Session at 8:09 p.m.

28. EXECUTIVE SESSION: DISCUSSION, CONSIDERATION AND POSSIBLE ACTION CONCERNING ITEMS DISCUSSED IN EXECUTIVE SESSION IN ACCORDANCE WITH 25 O.S. 307 § (B) (3).

- a. Discussion and consideration concerning the purchase or appraisal of real property in accordance with 25 O.S. 307 § (B) (3).

No action taken in executive session.

29. City Council Comments.

Vice-Mayor Cox:

How are the new directions on 9th Street working. Mr. Bunn noted that he had not received any complaints. Chief Elmore stated that he believed it to be going well. The only complaint was at the beginning of the year was the backup for drop off and pick up times. Didn't appear to be an issue about a week in. Mayor Fishburn noted that he lived in the area and the only comment he had was the intersection at VanBuren & 8th is taking some getting used to after it being a 4 way for years.

Councilwoman Engert:

None.

Councilman Tate:

Absent.

Councilman Eubanks:

None.

Mayor Fishburn:

Thanked everyone for all they do.

30. City Manager and staff comments.

Mr. Bunn: Would like to revisit with SSM and have them explain employee situation because he feels like the employee numbers of SSM employees have been increasing. Also, Tom Cole will be touring the new hospital on February 14 at 2:30 p.m.

Mr. Lohn: Budget packages went out last week to the departments.

Mrs. Millsap: Will be gone in April.

31. City Attorney comments.

Codification: Disregard any previous comments. Mr. Dixon will be giving a brief memo concerning this matter.

32. Adjourn.

Mayor Fishburn declared the meeting to be adjourned at 8:18 p.m.



Approved this 6th day of March 2023

Attest:

Andrea Millsap

Andrea Millsap, City Clerk

Graham Fishburn

Graham Fishburn, Mayor