

MINUTES

**CITY OF PURCELL
REGULAR MEETING
JUNE 5, 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, Jay Tate, Allen Eubanks.

Councilmembers absent: None

Staff present: Dale Bunn, Victor Lohn, Andrea Millsap, John Blue, Serena Melton, Michael Minor, James Bolling, Justin Howell, Greg Cypert, Rocky Claunch, Mike Lewis, Mike Gowens

Counsel: Greg Dixon

3. Pledge of Allegiance.

Mayor Fishburn led the Pledge of Allegiance.

Tim Smith offered the invocation.

4. Welcome.

Mayor Fishburn welcomed guests, staff, and council members.

Request to be heard

5. Discussion of Agenda Items.

Mayor Fishburn called for any discussion of agenda items.

Vice-Mayor Cox made a motion seconded by Councilman Tate to amend Item 6q of the consent agenda from saying April 3, 2023 to May 1, 2023.

Yes: Cox, Tate, Engert, Eubanks, Fishburn No: None. Absent: None

Vice-Mayor Cox made a motion seconded by Councilman Eubanks to delete Item 6t from the consent agenda.

Yes: Cox, Eubanks, Engert, Tate, Fishburn No: None. Absent: None

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 \$685,268.65.
- b. Approval of payment of Street & Alley Claims in the amount of \$8,487.50.
- c. Approval of payment for Unemployment Insurance in the amount of \$.
- d. Approval of payment of Capital Improvement Claims in the amount of \$780,045.49.
- e. Approval of payment of Rural Fire Claims in the amount of \$1,666.00.
- 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 \$38,795.95.
- h. Approval of payment for Drug Enforcement claims in the amount of \$0.00
- i. Approval of estimated payroll in the amount of \$295,000.00.
- j. Approval of the Treasurer's Financial Report.
- k. Approval of Proclamation declaring May 3, 2023 as a National Day of Prayer in the City of Purcell.
- l. Approve the 2023-2024 Delta Community Action Foundation Inc. Lease Agreement with the City of Purcell.
- m. Approve the 2023-2024 Delta Community Action Foundation Inc. Nutrition Program Agreement for Use of Facilities.
- n. Approval of 2023-2024 Interlocal Agreement between the City of Purcell and McClain County pertaining to grading, draining, and hard surfacing of certain streets.
- o. Approval of 2023-2024 Interlocal Agreement between the McClain County and City of Purcell pertaining to grading, draining and hard surfacing of certain streets.
- p. Approval of the 2023-2024 Interlocal Agreement for Jail Services between McClain County Sheriff's Office and the City of Purcell
- q. Approval of May 1, 2023 Regular Meeting Minutes.
- r. Approval of April 25, 2023 Budget Meeting Minutes.
- s. Approval of April 26, 2023 Budget Meeting Minutes.

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

Yes: Cox, Engert, Tate, Eubanks, Fishburn

No: None Absent: None

7. Consideration and possible action on items removed from the Consent Agenda.
No action taken.

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

- Sales Tax thru April 2023 is up 9.11% over last year or \$543,561.00; up 11.59% over budget or \$676,215.00.
- Use Tax thru April 2023 is up 23.33% over last year or \$159,217.00; up 31.49% over budget or \$183,695.00.
- Tobacco Tax thru April 2023 is down 9.34% over last year or \$4,548.00; down 14.50% over budget or \$7,497.00.
- Electricity in April 2023 had a positive variance of \$12,103.00 vs last year; YTD the variance is positive \$668,565.00.
- Water in April 2023 had a positive variance of \$28,855.00 vs last year; YTD variance is positive \$339,925.00.
- General Fund in April 2023 the expenses were below revenues by \$61,508.00; YTD expenses were below revenues by \$102,247.00.
- Public Works in April 2023 the expenses were above revenues by \$27,130.00; YTD expenses are below revenues by \$41,390.00.
- I made the sixth of six \$100,000.00 monthly payments to the hospital in May 2023.
- Changes to 2023-2024 Budget since last Budget meeting:
 - Workers' Comp was lowered by \$17,549.00.
 - Fire Department Vehicle Repair was raised \$10,000.00 to cover Cost pf repairs to an Engine that will be repaired this year, but the bill will be paid in the 2023-2024 Budget year.
 - Transfers from PWA to Airport for \$115,625.00 and Economic Development for \$8,500.00 that had not been posted on the PWA Budget.

9. Presentation and discussion of the City Manager Report.

I-35

Smith-Roberts Land Services continue negotiations on right of way acquisition. Sullivan & Associates and Michael Minor are working with EST for alignment of water and sewer in the area. Trey Phillips & CEC Engineering are working with EST on electric alignment in the area. Planned start is still 2025. There are 25 ownerships to acquire. There were 16 appraisals and 9 that waived any valuations. One residential relocation will be involved. Offers will begin middle of next week and Mr. Bunn will be involved in negotiating amounts. Offer letters will be presented for approval.

South Canadian Lift Station

Online and operating well. Generator test is complete. The old lift station has been removed. Waiting on a pump to replace one that was damaged during testing which is being replaced by the contractor. Final grading in progress.

Green & Hallmark Traffic Crossing

EST helping the City on this project with grants. Sullivan Engineering did testing which revealed the road should be rebuilt rather than simply milled. Videos have been provided showing traffic issues. The school is also contributing information to the grant application. We're hoping for 75%-80% funding to cover signalization and construction of turn lanes, sidewalks, storm water and electric infrastructure for the site. During research it was discovered there was a project developed for that area back in 2006 for \$600,000.00 (75 % by ODOT). An agreement was reached to submit a letter to ODOT requesting additional funds.

An engineering estimate of cost will be required. We have hired EST staff to do that estimate to be submitted along with the letter.

South Green Avenue Lighting Project (Washington Walnut Creek)

Harcon completed borings by the end of May and now the light bases are being poured and formed. Target completion is July 4th 2023.

Hospital Site Plan

All Roads has completed asphalt. Yarborough Construction will remove the temporary roads this Thursday or Friday. Central Plains has completed most of the backfills of the curbing. Irrigation and sod contractors will be completing that work. Paving of Sunray Baptist Church parking in return for our use of all the areas for staging equipment and travel to the medical office building. That temporary road will then be removed, graded and sodded. Street marking and signage will be going up.

Dam

Central Plains working on the dam drainpipe. Spillway is formed and they are working on completion of that portion of the project. Trees have been cleared on Sunray Baptist property to get line of sight for the hospital. Paving is done. Road markings are yet to come. Landscaping and signage are pending.

Trails Phase 2

May 24 ribbon cutting on Trails Phase 2. Had a great turnout. Lighting to be installed in July. Looking at cost for additional lighting.

McCurdy Park

Open house meeting was May 10th. John Blue noted boards were up presenting proposed plans. Received a lot of feedback from the public about what they would like to see. Taking that data and the survey data and working to develop phasing, cost, etc.

Walk the Trails

Had Walk the Trail Day on June 3 and it had to be moved into the multipurpose center due to weather. John Blue noted they had 215 entered for prizes. Gave away almost 200 hot dogs, 200 snow cones. We had 13 booths and gave away 5 bikes, 3 scooters, folding chairs, tents, and other items. It was sponsored by OEC, TSET, Wal-Mart, Farm Bureau, and outreach committee. The Chamber and Parks put the event together to get people out to the lake to enjoy the trails.

Playground

Grand opening has been moved from June 3rd to August 19th. Was pushed back to coincide with school starting and will be able to advertise in the Thursday folders to let all the kids know. There have been several rain delays. The larger structure is almost complete, the shades are up. Now moving to the smaller structures and the stand-alone structures.

Green Avenue

The feather grass was washed out in areas and a replacement program, with Marcum Nursery, has been started and we are experimenting with a few sections. This was completed May 5th and it has survived the first round of rain. The cause of erosion was because of water splash from traffic so a barrier was placed to help prevent water splashing. It was noted there there's not enough drainage

in the street so the sewer department will be checking out the drains and map the area for storm water so it can be engineered to have additional storm drainage in the area and maybe cut down on the water on Green Ave.

Chickasaw Water Survey

Working with the Chickasaw Nation for support of delivering water to members of the nation. They developed a questionnaire to be direct mailed to Purcell's service area to determine the percentage of Native Americans. That survey can be used to determine the project participation amount by the Nation and maybe the Bureau of Indian Affairs and also the health services. A project that may be 1 million dollars, if there is 50% Native American in the area, we may be able to share in 50% funding from them.

Main StreetScape

Construction has begun and completion is in November. Weekly updates are being done with merchants on Tuesday's at 10:00 a.m. Power Point was shown that appears on the website. Was noted that despite rumor, we are not losing center parking.

Southbrook

Justin Howell presented. Subject of Greenspace and Road to Adams has been brought up. Conversation with Mr. Kennedy of Rausch Coleman Homes and the greenspace area will be used for general play but as residents start to move in the HOA will work together with them on what the residents would like to see there. Concerning the road to Adams, the original timeline was to begin the road during Phase 3 and they bumped it up to start during Phase 2. Contractors have been instructed to use the construction road at the south entrance at Adams for all construction traffic.

Employee Policy Handbook

Working with Margaret Love, an attorney who does employee relations, on a new handbook.

Memorial Day

Noted Councilman Tate and Jeff Page did a great presentation representing the city at the Memorial Day Service. Councilman Tate noted that there were 60-70 people, which included a lot of younger people, and he noted appreciation to the city and the honor guard for their participation. Also noted there are a little over 1300 veterans at Hillside Cemetery. Mr. Bunn noted that he had heard about TAPS Across America, where a bugle call of TAPS is played at 3:00 p.m. on Memorial Day and that was played across the storm siren system and have received some nice comments about it.

- 10. Discussion and possible action to approve Budget Amendment Cap Imp-2023-4 to record transfer from the ICS reserve fund of \$500,000.00; to increase interest earned (\$35,000.00) to actual, record Grant revenue for Lake Trail Phase II (\$48,000.00), record transfer in from General Fund for insurance reimbursement for traffic light and controller (\$44,609.00) (increase Capital outlay by same total amount (\$127,609.00); and increase ARPA Grant Expense from Reserve fund to cover actual expense on South Canadian Avenue Lift Station (\$338,822.57).**

Councilman Eubanks made a motion second by Councilman Tate to amend Agenda Item No. 10 for budget amended Cap Imp-2023-4 to record transfer from ICS reserve funds of \$500,000.00.

Yes: Eubanks, Tate, Cox, Engert, Fishburn No: None Absent: None

Councilman Tate made a motion seconded by Councilman Eubanks to approve Agenda Item No. 10 as amended.

Yes: Tate, Eubanks, Cox, Engert, Fishburn No: None Absent: None

11. Discussion and possible action to adopt the Budget for the fiscal year 2023-2024 as presented in the public hearing held on June 5, 2023.

Vice-Mayor Cox made a motion second by Councilwoman Engert to approve Agenda Item No. 11 as written.

Yes: Cox, Engert, Tate, Eubanks, Fishburn No: None Absent: None

12. Discussion and possible action to approve Budget Resolution No. 23-C04 A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF PURCELL, OKLAHOMA, ADOPTING THE FISCAL YEAR 2023-2024 ANNUAL BUDGET FOR THE CITY OF PURCELL, OKLAHOMA, AND SPECIAL REVENUE FUNDS IN ACCORDANCE WITH THE PROVISIONS OF THE MUNICIPAL BUDGET ACT.

Councilwoman Engert made a motion second by Councilman Tate to approve Agenda Item No. 12 as written.

Yes: Engert, Tate, Cox, Eubanks, Fishburn No: None Absent: None

13. Presentation by The Heart Initiative.

Wesley Samuel, staff of Landmark Church, speaking on behalf of Justin Blankenship presenting information. A program is being launched called The Heart Initiative to engage with partners in the community concerning education, housing, healthcare, etc. Would like to invite anyone who would like to attend to a lunch June 13, 2023, at noon at Landmark Church where more information will be provided and will also have a speaker about mental health issues and resources available for our community.

14. Discussion and possible action to approve Rural Fire Department automobile (2002 F-450; VIN 1FDXF47F62EB83615) as surplus and approve the sale or disposal of said item.

Rocky Claunch presented. Noted this is a piece of equipment no longer in service. Payne Fire Department would like to purchase this equipment.

Councilman Tate made a motion second by Councilman Eubanks to approve Agenda Item No. 14 as written.

Yes: Tate, Eubanks, Cox, Engert, Fishburn No: None Absent: None

15. Discussion and possible action to approve the purchase of 35 poles by the electric department from Bridgewell Resources at a cost of \$26,040.00 to replenish stock.

Councilman Tate made a motion second by Councilwoman Engert to approve Agenda Item No. 15 as written.

Yes: Tate, Engert, Cox, Eubanks, Fishburn No: None Absent: None

16. Discussion and possible action to approve paving Sunray Baptist Church parking lot in exchange for use of its property to stage material to build Medical Office Building and to park construction equipment and employee vehicles.

\$31,000.00 was low bid by far. Mr. Bunn noted no damage should occur to the area after paving. Discussion was had about clean up of surrounding areas. Mr. Bunn noted we have received \$10,000.00 from Waldrop Construction for their part. \$21,760.38 remaining.

Vice-Mayor Cox made a motion second by Councilman Tate to approve Agenda Item No. 16 as written.

Yes: Cox, Tate, Engert, Eubanks, Fishburn No: None Absent: None

17. Discussion and possible action to approve financial support of \$100,000.00 per month for June-September 2023 to the Purcell Municipal Hospital based on presentation by Chris Wright, CEO.

Vice-Mayor Cox made a motion seconded by Councilman Eubanks to amend Agenda Item No. 17 to read "\$100,000.00 per month" for June-September 2023.

Yes: Cox, Eubanks, Engert, Tate, Fishburn No: None Absent: None.

Chris Wright presented on behalf of the hospital. Information was given concerning current cash flow and future revenue/expense overview. Mr. Wright noted an increase in salary and benefits to be competitive with the market to fill positions so contractual labor, which is at a much higher rate, can be limited. Mr. Wright also noted that being in partnership with SSM the hospital has opportunity to keep supply costs down because of their negotiating power. Discussion was had concerning the employee retention credit. Renee Barber noted that there is potential to recoup funds through this tax credit and it should take 8-10 months before the funds are released once it is approved. Vice-Mayor Cox noted that the hospital should receive over \$400,000.00 from this tax credit. Additional discussion was had about opportunities for increase of revenue. Was noted an endoscopy specialist would increase revenue once the vacancy is filled after the retirement of Dr. Lackey. Discussion was had concerning Medicare/Medicaid/COVID revenue resources. Discussion was had about the hospital's financial stability after the final \$100,000.00 financial support in September. Mr. Wright noted that they anticipate more stable ground at that point.

Councilman Eubanks made a motion second by Councilman Tate to approve Agenda Item No. 17 as amended.

Yes: Eubanks, Tate, Cox, Engert, Fishburn No: None Absent: None

18. Discussion and possible action to approve the construction of a double-faced steel frame 10' X 30' billboards on I-35 at the Hospital Retention Pond. Materials, construction, and lighting of faces cost \$12,550.00.

After some discussion, Mayor Fishburn tabled this item. No action was taken.

19. Discussion and possible action concerning Employee 2023-2024 Health Insurance Renewal Proposal from INSURICA.

Discussion was had. No action taken.

20. Discussion and possible action to go out for final design and bidding process to add 5 spots to the Lake RV Park at an estimated cost of \$238,800.00.

Mike Gowens presented. Noted that the amount for 5 spots was excessive. No objections to new spots but that couldn't be funded by the Golf Course. Discussion was had about alternatives and going out for bid to see what kind of bids came in. Mr. Gowens also noted that a dump station would be desirable.

Vice-Mayor Cox made a motion second by Councilman Eubanks to put the project out for bid.

Yes: Cox, Eubanks, Engert, Tate, Fishburn No: None Absent: None

Mayor Fishburn declared the meeting to be in recess in order to go into the Purcell Public Works Authority Meeting at 7:19 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 7:30 p.m.

- 21. 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).**
 - b. Discussion and consideration of labor contract for fiscal year 2023-2024 between the City of Purcell and the FOP #194 in accordance with 25 O.S. § 307 (B) (2).**
 - c. Discussion and consideration of labor contract for fiscal year 2023-2024 between the City of Purcell and the IAFF Local 3596 in accordance with 25 O.S. § 307 (B) (2).**
 - d. Discussion and consideration of possible action concerning the employment, hiring, appointment, promotion, demotion, disciplining or resignation of City Manager Dale Bunn and City Treasurer Victor Lohn in accordance with O.S. 307 § (B) (1).**

Vice-Mayor Cox made a motion second by Councilman Eubanks to enter into joint Executive Session at 7:32 p.m. with the following persons entering: Councilmembers who are present, City Attorney, and Mr. Bunn and Mr. Lohn to enter when requested.

Yes: Cox, Eubanks, Engert, Tate, Fishburn No: None Absent: None

Mayor Fishburn declared the Council has returned from Executive Session at 9:30 p.m..

- 22. 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).**
 - b. Discussion and consideration of labor contract for fiscal year 2023-2024 between the City of Purcell and the FOP #194 in accordance with 25 O.S. § 307 (B) (2).**
 - c. Discussion and consideration of labor contract for fiscal year 2023-2024 between the City of Purcell and the IAFF Local 3596 in accordance with 25 O.S. § 307 (B) (2).**
 - d. Discussion and consideration of possible action concerning the employment, hiring, appointment, promotion, demotion, disciplining or resignation of City**

Manager Dale Bunn and City Treasurer Victor Lohn in accordance with O.S. 307 § (B) (1).

Mayor Fishburn noted no action taken on Executive Session Item 22a, 22b, and 22c.

Vice-Mayor Cox made a motion seconded by Councilman Eubanks to approve the contracts presented in executive session.

Yes: Cox, Eubanks, Tate, Engert, Fishburn No: None Absent: None

23. City Council Comments.

Vice-Mayor Cox:

City Employees, keep up the good work.

Asked about possibly selling the bricks that had to be removed in the intersections for the new construction.

Councilwoman Engert:

None.

Councilman Tate:

The stoplight at Main & Green, northbound lane turning left is not working properly.

Councilman Eubanks:

None.

Mayor Fishburn:

Thanked everyone.

Discussion was had about a special meeting to include the resolution for PPWA budget.

24. City Manager and staff comments.

City Clerk Millsap stated the construction companies we are working with on the Main StreetScape have been great to work with. They are attentive to the merchants, immediate with responses to question raised.

25. City Attorney comments.

Mr. Dixon advised against partnering with private entity. Did say that if they wanted to share in the billboard, city could purchase then lease out space/use.

26. Adjourn.

Mayor Fishburn declared the meeting to be adjourned at 9:36 p.m.



Approved this 3rd day of July 2023

Ted Cox, Vice-Mayor

Attest:

Andrea Millsap, City Clerk