

MINUTES

**PURCELL PUBLIC WORKS
AUTHORITY REGULAR MEETING
JUNE 5, 2023
6:00 P.M.
IN THE COMMUNITY ROOM
OF THE POLICE SERVICE BUILDING
1515 N. GREEN AVENUE**

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

Chairman Fishburn called the meeting to order and declared a quorum to be present at 7:19 p.m.

2. Roll Call.

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

Trustees present: Ted Cox, Graham Fishburn, Theda Engert, Jay Tate, Allen Eubanks

Trustees 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. Discussion of agenda items.

Chairman Fishburn called for any discussion of agenda items.

Vice-Chairman Cox made a motion seconded by Trustee Eubanks to amend Consent Agenda Item No. 4g from April 3, 2023 to May 1, 2023.

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

Vice-Chairman Cox made a motion seconded by Trustee Eubanks to remove item 4j from the Consent Agenda.

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

Vice-Chairman Cox made a motion seconded by Trustee Eubanks to amend Agenda Item No. 14b, 14c, and 14d to mirror Agenda Item No. 13b, 13c, and 13d.

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

Vice-Chairman Cox made a motion second by Trustee Eubanks to approve the Consent Agenda as amended.

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

Trustee Eubanks made a motion seconded by Trustee Tate to amend Agenda Item No. 6 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

Vice-Chairman Cox made a motion seconded by Trustee Eubanks to amend Agenda Item No. 9 to read "\$100,000.00 per month" for June-September 2023.

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

4. Approval of 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 claims as presented in the Council Expense Report in the amount of \$587,404.91.
- b. Approval of the claims from the Water Impact Fee Fund as presented in the Council Expense Report in the amount of \$14,480.00.
- c. Approval of payment of Golf Claims as presented in the Council Expense Report in the amount of \$77,966.84.
- d. Approval of estimated payroll in the amount of \$295,000.00.
- e. Approval of the Treasurer's Financial Report.
- f. Approval of renewal of 2023-2028 Quadient (postage machine) Lease.
- g. Approval of May 1, 2023 Regular Meeting Minutes.
- h. Approval of April 25, 2023 Budget Meeting Minutes.
- i. Approval of April 26, 2023 Budget Meeting Minutes.

5. Discussion and possible action on items removed from the Consent Agenda.

No action taken.

- 6. 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).**

Trustee Eubanks made a motion second by Trustee Tate to approve Agenda Item No. 6 as amended.

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

- 7. Discussion and possible action to approve the recommendation of the Purcell Municipal Hospital Board of Directors to declare the items described on Exhibit "A" as surplus and approving disposition of said items.**

Renee Barber noted there may be additional items but we are getting very close to having all items needing to be surplus.

Trustee Eubanks made a motion second by Trustee Tate to approve Agenda Item No. 7 as written.

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

8. Discussion and possible action concerning approval or disapproval of the 2023-2024 Purcell Municipal Hospital Fiscal Year Budget as presented in the Public Hearing held on June 5, 2023.

Trustee Eubanks made a motion second by Trustee Tate to approve Agenda Item No. 8 as written.

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

9. 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.

Trustee Eubanks made a motion second by Trustee Tate to approve Agenda Item No. 9 as amended.

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

10. 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.

Chairman Fishburn tabled this time. No action was taken.

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

No action taken.

12. 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.

Vice-Chairman Cox made a motion second by Trustee 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 Economic Development Authority Meeting at 7:29 p.m.

Mayor Cox 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.

13. 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-Chairman Cox made a motion second by Trustee Eubanks to enter into joint Executive Session at 7:32 p.m. with the following persons entering: Trustees who are present, Trust Attorney Greg Dixon, Trust Manager Dale Bunn and Trust Treasurer Victor Lohn.

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

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

14. 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).**

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

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

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

15. Trustee comments.

Trustee 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.

Trustee Engert:

None

Trustee Tate:

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

Trustee Eubanks:

None.

Chairman Fishburn:

Thanked everyone.

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

General Manager and Staff Comments

16. General Manager and staff comments.


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

17. Adjourn.

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



Attest:


Andrea Millsap, Secretary

Approved this 3rd day of July 2023



Ted Cox, Vice-Chairman

EXHIBIT "A"
Page 1 of 2

Printers & Scanners	Thin Clients	PC's & Laptops	Routers & Switches
U60955B5J166516	9C8E99DFD608	MXL2131N5Q	149182F9D735
TH72N123GP04Y5	9C8E99DFD0BD	MXL31409VS	10E10J06104967
TH4CM351B105ZF	9C8E99D5D3A6	MXL11602D6	10B10C14123488
U63877A8N328883	9C8E99D5D405	MXL11602C2	10820c64228544
TH525350P705ZF	9C8E99DFD0CA	MXL23620G4	20AA4B545B0C\\P08943-05-02
CANADAICES-003 CLASS B	9C8E99DFD0BF	MXL2131N55	10820C64228540
FI6130Z 411497	9C8E99DFD0B6	MXL2131N5N	J4102-61012
FI6130Z 411482	9C8E99DFD5D3	MXL14503GK	10B10C1C108502
TH5768W1CV05ZC	9C8E99D59BE2	MXL2121D5B	C8D719766038
CNBCD3T0SV	001B7891E6B3	MXL2131N5P	WRT120N
CNBCD5J0H4	9C8E99D599C4	MXL23620HB	10B10C1C108501
CNDYC48101	9C8E99D5D425	MXL14503G3	10B10C14133861
CNBCCDM059	9C8E99DF2371	MXL2131N7G	10820C64233047
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CN57U6B27R05Y0	9C8E99DFD08B	MXL2131N5W	1D52413V52BE6
TH71B6629R06G6	9C8E99D5D387	MXL23620GV	1D52273B061D4
CNBCD3Q1QS	9C8E99DFD088	MXL2131N3P	10820C64226831
FI6670 700203	9C8E99DF22FD	MXL2141TMW	5 Unreadable small network devices
FI6130Z 469170	9C8E99D59999	MXL23620GR	FGT50B3G08625114
CN1A044508	9C8E99DF1B69	MXL2131N63	FWF30B3G10000920
CNBCD3Q1NC	9C8E99D5999B	MXL2100DKB	T194500130
	9C8E99D5D3FA	00186134268413	
	9C8E99D599BE	MXL14503G7	
	9C8E99DFD5A3	MXL138051H	
	9C8E99D5991C	MXL11602C6	
	9C8E99D5D42A	MXL11602CP	
	9C8E99D5D409	MXL2131N3Q	
	9C8E99D59996	MXL213HN5X	
	9C8E99DFCF09	MXQ83803EH	
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	9C8E99D5D305	10025	
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	9C8E99D5D3A0	0T7570	
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	9C8E99D59917	1U server	
	9C8E99DFD0C9	1u server 2	
	9C8E99D5D2A4	1u server 3	
	9C8E99DFD0D6	NT server	
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	9C8E99D5B768	MXL11602D0	
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	VU903AA#ABA	V5141228-0A	
	MXL1161VRD	71HD5B1	
	VU903AA#ABA	FRQRC81	
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	3C4A92CFE55B	CNU2180DZG	
	9C8E99D59DC0	CNU21210PK	
	2C27D7510070	CNU21809LD	
	9C8E99D5998E	CNU2120T7Q	
	VU903AA#ABA	CNU21211GS	
	VU903AA#ABA	0KXGVD	
	9C8E99D599A5	1S444625UL3AAE7W	
	3C4A92D4EB81	50615808U	

EXHIBIT "A"
Page 2 of 2

Kitchen Inventory

Precision Metal Products Tray Line (no serial number available)
Precision Metal Products Hot Tray Line Model BLU-3
Serv-O-Lift Tray Holder Serial #715596 plus ~20 fiberglass patient trays Aladdin Temp Rite HeatOnDemand 2
Serial #IHA97500B053
~25 Dinx Soup/Oatmeal Bowls, 12 oz.
Comcor Dish Set ~30 pcs each plates, saucer, mug
4 Insulated Coffee Pitchers
4 Chaffing Dishes {8qt)
2-18 trays large carts for patient trays
Traulsen Reach Thru Refrigerator (no serial number)
Hobart Fryer Model #GFE6SA
Wolf Gas Range/Oven/Griddle, 6 burner
Convection Oven
Cleveland Steam Chef Steamer Serial #06719-08D-04
Hobart Reach In Refrigerator Serial #32563101
2 Blenders, Oster
Food Scale
3 compartment sink
Butcher Block Table with shelf
Panasonic Microwave Serial #6A74220613
Everest Freezer Model ESF2, Serial #BSF215040024 Farberware 4-slice Toaster
Serv-O-Lift Cup Holder Rack Serial #71557C
4 misc carts, small
Multiple (odds and ends) bowls, glasses, plates
~35 Dinx Insulated Domes and ~20 Dinx Insulated Based
~25 Dinx Coffe Cups and ""20 Dinx Tea Tumblers
3 Metal Shelves

Storeroom

Traulsen 6-door Freezer
Blakeslee Mixer and Caret plus attachments Serial #97039 Model B20 Hobart Slicer
~5 Metal Shelves

Office

1 desk
1 office chair
1 2-drawer filing cabinet

Mop Room

Mop Bucket
Ecolab Chemicals, 1 Solid Brilliance, 2 Solid Power XL Monogram Clean Force fryer cleaner packets, 1/2 case

Cafeteria

Front Serving Line with 3 hot wells 3 tables and ~10 chairs
True Display Refrigerator Serial #7901063

Dish Room

Serv-O-Lift Rack Holder Serial #715586
Hobart Dish Machine Model AM-14, Serial# 27-139-087 with Chemical Holders x 3