

**CITY OF PURCELL/PURCELL PUBLIC WORKS AUTHORITY
JOINT SPECIAL MEETING**

MAY 21, 2020

6:00 P.M.

DOWNSTAIRS COMMUNITY ROOM

CITY HALL

230 W. MAIN STREET

MINUTES

Special Notice

**Applicable to the May 21, 2020 Joint Special Meeting of the
Purcell City Council and Purcell Public Works Authority**

All Council Members will be in attendance in person.

Because of the pandemic Coronavirus (“COVID-19”) personal distancing of at least six (6) feet will be adhered to. We also encourage wearing personal protective masks.

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

Mayor/Chairman Cox called the meeting to order and declared a quorum to be present at 6:01 p.m.

2. Roll Call.

Roll call was conducted by City Clerk/Secretary, Dorothy Kennedy, with the following results:

Councilmen/Trustees present: Danny Jacobs, Graham Fishburn, Theda Engert, Jay Tate,
Ted Cox

Councilman/Trustees absent: None

Staff present: Dale Bunn, Victor Lohn, Dorothy Kennedy

Counsel: Ted Haxel was not present

3. Pledge of Allegiance.

Mayor/Chairman Cox led the Pledge of Allegiance.

Vice Mayor Danny Jacobs offered the invocation.

4. Welcome.

Mayor/Chairman Cox welcomed those present.

Mayor/Chairman Cox shared a Covid Update. According to the new CDC report the virus does not spread from surfaces as originally thought. Mayor/Chairman Cox advised there are nine (9) new cases of Coronavirus in Purcell. Eight (8) of the new cases were in a nursing facility and one (1) additional case in another nursing facility. There have been a couple of cases of a spouse or family of an employee had contacted the virus.

Kim Scully, Purcell Hospital CEO had reported to him that PMH does not have any Covid patients in its care at this time. Mr. Bunn reported Emergency Manager, Kevin Rhoads is working closely with Ms. Scully in monitoring the virus.

5. Discussion of agenda items.

None.

6. Discussion and possible action concerning the 2020-2021 Fiscal Year Budget.

Mayor/Chairman Cox reported on PMH financials that were recently sent out. Cash on hand is generally \$1M to \$1.5M. The recent report shows \$4M cash, even though operationally they are down significantly for the month of April. They received a \$300,000 grant for Personal Protective Equipment. There is potentially other monies that could impact cash on hand including \$2.7M in other payables. If guidelines are followed, they potentially will not be required to pay much, if any of it back. There was an additional Medicare Advancement of \$1.7M, and there is discussion that that can become a grant rather than a loan.

Mayor/Chairman Cox compared previous year budgets stating in 2017-2018 we budgeted to use reserves \$2.1M and ended in the black. In 2018-2019 we were budgeted to use \$1.7M from

reserves and ended in the black. In 2019-2020 we budgeted to use from reserves \$2M and we are \$500,000 to \$600,000 to the red. We generally budget for the worst-case scenario he stated.

Mr. Lohn reported the following changes from last week's meeting:

- Police Department Buy-Back. They will also receive a Highway Safety Grant which is a wash. The Assistant Chief will receive a one dollar raise on July 1.
- He reported one volunteer Fire Fighter was missed and has now been added.
- The Street Department has been changed from 12 employees to 11. If they lose an employee, he/she will not be replaced and there will be 10 full time employees.
- Two vacant employee slots were removed in Water and Sewer. The number of employees was left at 10.

Councilman Jacobs addressed Lights Advertising because the number went from \$8,500 last year to \$45,000 in this budget year. Mr. Bunn advised it includes billboards on I-35, banners on Green Avenue and Christmas Decorations. Councilman Jacobs stated that in a year where we are projecting a deficit, he doesn't understand the increase. Mr. Bunn advised this number was estimated before the pandemic but he didn't think we would need that much.

Mayor/Chairman Cox stated that Department Heads do not like to be called on the carpet concerning budget. They try to be good stewards. They create budget that includes "what if's" i.e. transmission replacement, blown engine. In the past few years we have budgeted to use reserves, but ended in the black. This year will be the first year that we have ended in the red. Councilman Jacobs stated we need to be frugal considering the Hospital commitments and many unknowns that could follow. He stated it would not hurt anything if they had to come back if they had unforeseen needs. We may not be able to do \$600,000 - \$700,000 in another year.

Mr. Bunn advised Main Street project will probably come up this year. The funding has already been committed by the City to ODOT and we will not be able to get out of the project. Also we are still included in the eight year plan for the I-35 interchange.

General discussion of employees positions. The Parks Department is getting the equivalent of 1.7 new employees. Councilman Jacobs asked if any of the employees could assist other departments if they are available? Police Department has budgeted for 20 officers which includes the Chief and Assistant Chief. Councilman Jacobs asked if there are planned raises. Mr. Bunn reported the Assistant Chief, the Purchasing Agent and others for certifications and promotions. Councilman Jacobs stated we are giving raises per labor contracts and step raises. He asked if there would be any other raises. Mr. Bunn advised negative.

Councilman Tate questioned the \$700,000 Capital Project for Main Street. He advised after speaking to business owners he didn't find much support. Mr. Bunn advised we have a contract with ODOT and have committed to funding. There have also been several public meetings for input in which the Chamber of Commerce was involved.

Mayor Cox asked to go over the Capital Expenses. After discussion Mr. Bunn stated both truck and tractor could be removed from the Parks Budget.

Treasurer Mr. Victor Lohn reminded the Council that we have a .03¢ permanent sales tax and .02¢ is temporary. Mayor Cox informed the Council that the way the Sales Tax Ordinances are written we have .02¢ that we have to spend on Capital Improvement.

7. City Council/Trustee Comments.

Councilman/Trustee Tate stated he had rather see employees go to Streets or Water for now rather than Parks. He advised he would be okay with no banners on Green Avenue rather than cuts to the Christmas Lights. He also reported that the Veteran's Memorial Ceremony will be on line probably tomorrow.

Councilwoman/Trustee Engert asked if garage sales have been opened up by the Governors Phase Two. Mr. Bunn advised they are open and the City Wide Garage Sales are under the Chamber direction.

8. City/Trust Manager and staff comments.

Mr. Lohn reported that City Hall front doors will open. We are requesting persons to wear masks and most do. April on line credit card and telephone payment usage much higher than normal.

Approximately 1,100 customer using the service at a cost of \$6,500 compared to under 500 in previous months.

9. City/Trust Attorney comments.

Mr. Haxel was not present.

10. Adjourn.

Mayor Cox declared the meeting to be adjourned at 7:47 p.m.

Approved this 1st day of June, 2020

Attest:

Ted Cox, Mayor/Chairman

Dorothy Kennedy, City Clerk/Secretary