

**CITY OF PURCELL  
REGULAR MEETING  
SEPTEMBER 3, 2019  
6:00 P.M.  
COMMUNITY ROOM OF THE  
POLICE SERVICE BUILDING  
1515 N GREEN**

**MINUTES**

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

Mayor Cox 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, Dorothy Kennedy, with the following results:

Councilmen present: Danny Jacobs, Theda Engert, Jay Tate, Ted Cox

Councilmen absent: Graham Fishburn was absent at roll call and joined the meeting already in progress at 6:04 p.m.

Staff: Dale Bunn, Victor Lohn, Dorothy Kennedy, Kevin Williams, James New, David Claunch, Teddy Boles, Tommy Mize, Brooke Gaines, Louise Zastrow, Mitchell Taggert

Legal counsel: Ted Haxel

**3. Pledge of Allegiance.**

Mayor Cox led the Pledge of Allegiance.

Mr. Bunn offered the invocation.

**4. Welcome.**

Mayor Cox welcomed guests.

Mayor Cox advised today marks his sixth year on the Council. Mayor Cox informed guests that the meetings are being recorded and some have requested a copy of meetings. He stated for your information be aware that the meetings are being recorded.

**5. Discussion of Agenda items.**

Mayor Cox called for any discussion of agenda items. There was none.

**6. Approve the Consent Agenda:**

- a. Approval of minutes for August 5, 2019 Meetings.
- b. Approval payment of claims as presented in the Council Expense Report in the amount of \$802,615.12
- c. Approval payment of Street & Alley Claims \$6,238.09
- d. Approval payment of Capital Improvement Claims \$89,674.86
- e. Approval payment of Rural Fire Claims \$3,163.25
- f. Approval of estimated payroll in the amount of \$240,000.00.
- g. Approval of the Treasurer's Financial Report.

Councilman Jacobs made a motion second by Councilwoman Engert to approve the Consent Agenda as written.

Yes: Jacobs, Engert, Tate, Cox

No: None

Absent: Fishburn

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

There were no items removed from the consent Agenda.

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

Treasurer Victor Lohn reported on the following:

- Sales Tax for the month July 2019 versus projected is favorable \$3,396, versus actual for July 2018 unfavorable -\$20,858.
- Use Tax for the month July 2019 versus projected is favorable \$1,142, versus actual was also favorable. Year to date actual versus projected for July 2019 ended favorable.

*Councilman Fishburn joined the meeting at 6:04*

- Tobacco Tax for the month July 2019 versus projected is favorable \$714, versus actual is unfavorable. Year to date actual ended unfavorable.
- Fuel Excise Tax for the month July 2019 versus projected is unfavorable -\$205, versus actual unfavorable- \$255.
- General Fund Revenue versus Expenses for the month July 2019 Revenue versus Expenses is unfavorable for the month and year to date.
- Public Works Authority Revenue versus Expenses for the month July 2019 Revenue versus Expenses is favorable \$261,610.
- Electric Sales are down for July 2019 versus July 2018.
- Water Sales are down for July 2019 versus July 2018. Year to date through July 2019 is down \$30,189.

Mr. Lohn informed the Council that the Auditor will begin auditing on Monday (9-9-2019)

**9. Presentation and discussion of the City Manager Report.**

City Manager Dale Bunn gave a monthly report on the following:

- The water well test holes results are not available for this meeting. They should be available for the October 2019 meeting.
- Projects that are ongoing: The Purcell Municipal Hospital, Main StreetScape, Staffing issues due to recent and upcoming retirements.
- The new phone system is due to be installed tomorrow, beginning at the Police Department.
- Mr. Bunn asked Animal Control Officer David Claunch to provide an update on the recent activities of the Shelter. Shelter staff members also present were Louise Zastrow, Mitchell Taggart. The Police Department conducted a welfare check on a residence in which 29 animals were found in the home. The resident was hospitalized. Police Patrol Officer James Bowing did some intervention and the resident surrendered the animals. The community has helped with donations to PAWS to care for the animals.

**10. Discussion and possible action concerning an address from Joe Norton concerning the expiration date of Commercial Marijuana Growers Facilities Licenses specified in Ordinance No. 18-08 § 123.5(b).**

Mr. Norton was not present. No discussion or action taken.

**11. Discussion and possible action to declare 120 N 6th a dilapidated structure.**

Mr. Teddy Boles reported this is an update on 120 N 6th which was declared dilapidated 30 days ago. He reported the new owner has boarded, secured and mown the property. She has plans to rehab it.

**12. Discussion and possible action to declare 304 W Delaware.**

Mr. Boles advised this is a update as well on 304 W Delaware. The property is secure and has had new windows installed. The trash around the place has been cleaned. It has a brush pile setting in front but a work order has been entered to pick up the brush.

**13. Discussion and possible action to approve/disapprove Change Order # 6 for the GreenScape - ODOT Green Avenue Improvements from Grant St. to Washington Avenue Signals, School Crossing, Sidewalks, Lighting & Landscape improvements, Project ID STP-244E(054)UR in the amount of \$90,484.15.**

Mr. Bunn made the request to table the agenda item. He advised he would like to do further research before representing it. Mayor Cox declared no action to be taken.

**14. Discussion and possible action to award bid for upfitting 2 Tahoe 4X4 from the following State Bid Pricing:**

**a. Metro Emergency Upfitters LLC \$26,410.00 ea \$52,820.00 Total**

Chief Williams advised the matter was in his budget but the bid was over the budgeted amount. In addition he stated that he had not expected to including vehicle cameras with the upfitting cost. He advised the vehicles came in around \$13,000 over expected and the equipment came in more than was expected as well.

When asked where the money to cover might come from, Mr. Bunn advised he and the Treasurer would need to do some research. He advised it could come from the Refurbish the Storage Tower at Red Hill.

Councilman Jacobs made a motion second by Councilwoman Engert to approve awarding to Metro Emergency Upfitters in the amount of \$52,820 taking the money from the Storage Tower at Red Hill.

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

**15. Discussion and possible action concerning Budget Amendment No. GF-2020-2 increasing revenue accounts in the amount of \$56,057.32 and appropriation accounts in the amount of \$56,057.32 due to for July and August 2019 reimbursements from Insure Oklahoma.**

Mr. Lohn reported this budget adjustment is due to assistance to lower income employees from Insure Oklahoma. This is money set aside, hopefully we will be able to assist employees. It is set up very similar to the way the City of Marlow has set theirs up.

Councilman Jacobs made a motion second by Councilman Tate to approve Budget Amendment No. GF-2020-2 as written.

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

**16. Discussion and possible action concerning Budget Amendment No. GF-2020-3 increasing Reimbursements and discount in the amount of \$6,249.93 and increasing Plan Reviews & Inspection in the amount of \$6,249.93 for Inspections at the Holiday Inn Express.**

Councilwoman Engert made a motion second by Councilman Fishburn to approve Budget Amendment No. GF-2020-3 as written.

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

**17. Discussion and possible action concerning Budget Amendment No. Airport-2020-1 Increasing Airport revenue accounts in the amount of \$31,800.00 and Increasing Airport appropriations in the amount of \$31,800.00.**

Councilman Fishburn made a motion second by Councilman Tate to approve Amendment No. Airport-2020-1 as written.

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

*Mayor Cox declared the meeting to be in recess at 6:28 p.m. in order to go into the Purcell Public Works Authority meeting.*

*Mayor Cox declared the City Council Meeting to be in joint meeting with the Purcell Public Works Authority at 6:30 p.m.*

**18. 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 acquisition of certain land or property in accordance with 25 O.S. 307 § (B) (3).**

Mayor/Chairman Cox made a motion second by Councilman/Trustee Jacobs to enter into joint Executive Session with the following persons entering: Council Members/Trustees who are present, the City/Trust Manager, Dale Bunn, City/Trust Counsel, Ted Haxel and Hospital CEO Kem Scully at 6:31 p.m.

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

Mayor/Chairman Cox made a motion second by Councilman/Trustee Jacobs to return to regular joint session at 6:51 p.m.

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

**19. 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 acquisition of certain land or property in accordance with 25 O.S. 307 § (B) (3).**

Mayor/Chairman Cox made a motion second by Councilman/Trustee Jacobs to approve the terms and conditions set forth in the letter of intent, which was approved by the Hospital Board, pending approval of a final contract for the purchase of the land as presented by the Hospital Board.

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

**20. City Council comments.**

Councilman/Trustee Tate thanked City Crews for restoration of power so timely.

No other Councilman comments.

**21. City Manager and staff comments.**

Mr. Bunn announced that OMPA is hosting a Legislative Luncheon at City Hall on September 13th at 11:30 a.m. They will present the value of our electric system to the City and how important that independence at the State Level to be understood.

Mr. Bunn reported that we would also have a special meeting at that time.

**22. City Attorney comments.**

None.

**23. Adjourn.**

Mayor Cox declared the meeting adjourned at 7:01 p.m.

*Approved this 7th day of October 2019*

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**Ted Cox, Mayor**

**Attest:**

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**Dorothy Kennedy, City Clerk**