

**PURCELL PUBLIC WORKS AUTHORITY  
REGULAR MEETING  
FEBRUARY 1, 2021  
6:00 P.M.  
IN THE COMMUNITY ROOM  
OF THE POLICE SERVICE BUILDING  
1515 N. GREEN AVENUE**

**Special Notice**

**Applicable to the February 1, 2021 Purcell Public Works Authority Meeting**

*Because of the pandemic Coronavirus (“COVID-19”) properly wearing personal protective masks or face shields and personal distancing of at least six (6) feet will be required.*

**MINUTES**

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

Chairman Cox called the meeting to order and declared a quorum to be present at 7:06 p.m.

**2. Roll Call.**

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

Trustees present: Danny Jacobs, Graham Fishburn, Theda Engert, Jay Tate, Ted Cox  
Trustees absent: None  
Staff present: Dale Bunn, Victor Lohn, Dorothy Kennedy, John Blue, Bobby Elmore, Jeff Hixon, Mike Lewis, Justin Howell, Michael Minor  
Counsel: Greg Dixon

**3. Discussion of agenda items.**

There was no discussion of agenda items.

**4. Approval of the Consent Agenda:**

- a. **Approval of minutes for January 4, 2021 Meeting(s).**
- b. **Approval of claims as presented in the Council Expense Report in the amount of \$565,525.88.**
- c. **Approval of the claims from the Water Impact Fee Fund as presented in the Council Expense Report in the amount of \$0.00**
- d. **Approval of payment of Golf Claims as presented in the Council Expense Report in the amount of \$57,300.85.**
- e. **Approval of payment of estimated payroll in the amount of \$91,000.00.**
- f. **Approve Treasurer’s Financial Report.**
- g. **Approval of PMH Water Line Extension Change Order No. 1 in the amount of \$16,507.00.**
- h. **Approval of PMH Water Line Extension Change Order No. 2 in the amount of \$7,532.00.**

Trustee Jacobs made a motion second by Trustee Fishburn to approve the Consent Agenda as written.

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

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

None.

**6. Discussion and possible action to enter a new contract for legal services with Ted Haxel, Greg Dixon, Chris Lind for the City of Purcell.**

Trustee Jacobs made a motion second by Trustee Fishburn to approve the contract for legal services as written.

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

**7. Discussion and possible action concerning a quarterly report from Kem Scully, CEO Purcell Municipal Hospital.**

Ms. Scully mentioned the PPP Loan forgiveness and a construction update. She reported they had to replace one of the hospital chillers. PMH received quotes from vendors one was \$14,000 and another was \$9,000.

The hospital accepted the \$9,000 to heating and air the current building. Lab license expired on December 31, 2020 but due to Covid problems the State has extended it until March 31, 2021.

Ms. Scully reiterated the PPP loan forgiveness that Mr. Bunn had mentioned in the City Meeting. She advised there were extra expenses for personal protection equipment (PPE) with all the Covid testing and related expenses.

Year Gross net revenue after deductions ended at \$5,244,487, Income from Operations is -\$456,451 ending the year with Revenue Over Expenses with \$276,709. She reported Operating Cash Collected versus Operating cash Expenses ended with a variance if -\$1,125,457. All Cash In versus All Cash Out ended with \$286,159.

**8. Discussion and possible action concerning a quarterly report from Jackie Wadley of Wadley's EMS.**

Mr. Wadley was present with the fourth quarter report. He went over calls for that quarter at 317 total calls and 116 of those went to Purcell Hospital. He advised 14 inappropriate bypass calls would be personally billed.

Mr. Wadley reported on currently employed EMS personnel. There are nine full time, four part time, one who will graduate this month and two scheduled to graduate in June. Mr. Wadley stated EMS companies statewide are faced with problems in keeping EMS personnel. Most want to go to work for fire departments because of retirement and other benefits.

**9. Discussion and possible action to approve a quote from Elite Towers to replace altitude valve, check valve, and valve vault lid on the Red Hill water storage tank for the cost of \$46,175.00.**

Trustee Jacobs made a motion second by Trustee Fishburn to approve Elite Towers quote as written.

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

**10. Discussion and possible action concerning Budget Amendment PWA-2021-2 increasing Transfer Out – Cap Imp (Appropriations) and increasing Trst In – PWA Revenue both in the amount of \$8,450.00 due to a reimbursement Guernsey for an overpayment.**

Chairman Cox explained this Budget Amendment is due to Guernsey and a contractor both billing us for a service. We paid them both of them. Guernsey has reimbursed us for the overpayment.

Trustee Fishburn made a motion second by Trustee Tate to approve Budget Amendment PWA-2021-2 as written.

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

**11. Discussion and possible action to write off \$70,832.84 to bad debt for unpaid utility bills.**

Mr. Lohn advised this is an annual write off for outstanding utilities bills two years old. Councilman Jacobs asked if the collection company is handling past due accounts. Mr. Lohn said they are but there are some problems to work out with Incode.

Trustee Jacobs made a motion second by Trustee Fishburn to approve agenda item 11 as written.

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

**12. Discussion and possible action concerning Request for Professional Services with respect to independent auditing services for the City of Purcell and its fiduciary funds.**

Trustee Fishburn made a motion second by Trustee Tate to approve agenda item 12 with the amendment to include the Purcell Public Works Authority.

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

*Mayor Cox declared the meeting to be in recess to go into the  
Purcell Economic Development Authority Meeting at 7:23 p.m.*

*Mayor Cox declared the City Council Meeting and the  
Purcell Public Works Authority in joint session at 7:30 p.m. for  
City agenda item 19 thru 22 and PWA agenda items 13 thru 16.*

**13. Discussion and possible action concerning 2021-2022 Projects and budget.**

Mayor/Chairman Cox recommended that small departments be consolidated with each other if possible, to simplify the process. He suggested the Christmas Lights be made their own department with their own budget even if it doesn't include salaries of employees. He stated that he is not against the Christmas Lights, but we would have a better track.

Councilman/Trustee Jacobs asked if it would be possible to break the departments into more than one meeting to allow better communication of needs versus available budget. Mr. Bunn replied that the supervisors would like that better as opposed to having such a long meeting.

Mayor/Chairman Cox stated that Purcell needs to be mindful of the minimum wage will be raised from \$7.25 to \$9.50. One year from that it will increase to year 4 minimum wage will be at \$15.00 per hour.

**14. Trustee comments.**

Councilman/Trustee Tate asked if Purcell had considered recycling. Mr. Bunn noted that we had checked on cost to citizens was going to increase \$15 per month. We have bins at the Convenience Center, however articles other than recyclables are placed in the bins. Councilman Jacobs noted that he had driven by several times and trash and articles have been discarded around the bins rather than in them.

Councilwoman/Trustee Engert asked if the Columbarium has been set yet. Mr. Bunn was going to check on the schedule.

Mayor/Chairman Cox reminded the Council and others present that the Lodging Tax election will be February 9<sup>th</sup>. He encouraged attendees to vote.

**15. General Manager and staff comments.**

Chief Elmore thanked Mayor Cox, for information about a Silver Alert. Because of his being alert and notifying the Police Department they were able to return an elderly man to family members.

Treasurer Victor Lohn informed the Council that the City has experienced some spoofing and our bank account was compromised. He stated the spoofing is very well put together because it is not easily detected and is at a loss to know how to block it. Chief Elmore suggested to get Bedlam Computer involved.

**16. Adjourn.**

Chairman Cox declared the meeting to be adjourned at 8:04 p.m.

*Approved this 1st day of March, 2021*

Attest:

\_\_\_\_\_  
Ted Cox, Chairman

\_\_\_\_\_  
Dorothy Kennedy, Secretary