



# City Commission Meeting

July 02, 2024 at 6:00 PM

City Administration Building at 130 N Oklahoma Ave.

## Record of Minutes

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*The Commission of the City of Mangum will meet in regular session on July 2, 2024, at 6:00 PM, in the City Administration Building at 130 N. Oklahoma Ave, Mangum, OK for such business as shall come before said Commission.*

### ORDER OF BUSINESS

#### CALL TO ORDER

Mayor Menasco called the meeting to order at 6:00pm.

#### ROLL CALL AND DECLARATION OF QUORUM

##### PRESENT

Michelle Huckabay  
Judith McCaslin  
Mark Chapman

##### ABSENT

Dixie Peterson

##### ALSO PRESENT

Mayor Jackie Menasco  
City Manager Erma Mora  
City Attorney Corry Kendall

#### CONSENT AGENDA

*The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board member (or a community member through a Board member) so requests, in which case the item will be removed from the Consent Agenda and considered separately. If any item involves a potential conflict of interest, Board members should so note before adoption of the Consent Agenda.*

Motion to approve Consent Agenda.

Motion made by Commissioner Huckabay, Seconded by Commissioner McCaslin.

Voting Yea: Commissioner Huckabay, Commissioner McCaslin, Commissioner Chapman

1. Approve June 11th, 2024 Minutes for Special Meeting - Public Hearing on the Fiscal Year 2025 Budget.
2. Approve June 11, 2024 special meeting minutes as presented.
3. Approve June 17, 2024 special meeting minutes as presented.
4. Approve May 2024 Financials for all funds.

5. Approve June 2024 claims.
6. Approve July 2024 estimated payroll.

## **FURTHER DISCUSSION**

*Consideration of any items removed from the consent agenda.*

None.

## **REMARKS**

*Remarks or inquiries by the audience not pertaining to any item on the agenda.*

None.

## **REPORTS**

7. Financial Report for May 2024 by the Interim City Manager.

City Manager, Erma Mora, went over the budget. Current monthly revenue in general fund is way down. There have been no transfers as of June 1. Last year there was \$2,479,829 in general fund and over 5 million MUA fund and it looks the same. Noticed revenue for tickets and fines is down because we had a company that was collecting these last year. We are looking to work with them again. Sales Taxes are about the same as last year and our Use Tax is up from last year.

Audit should be wrapping up with the last 2 year. The auditor will be helping us to finalize and start moving into our new fiscal year and new budget. Auditors stated the paperwork and everything looks good considering the amount of staff in and out.

8. Police Report for May 2024 by Chief Taylor.

Chief Taylor presented the May Police Report.

Fairly eventful month. 452 calls for service, couple of accidents, 9 alarm calls, 4 different assaults, death notifications, 3 disturbances, 24 follow ups, 166 calls for information, 2 intoxicated individuals and 1 threatened bodily harm, 56 traffic stops, some trespassing, vandalisms, 13 welfare checks, 4 stolen property reports, 8 suspicious individuals, 1 suspicious motor vehicle, 5 houses with doors open, 1 search warrant that produced some good results. Will see on next months report that things are stepping up and paying off. No additional questions.

## **ORDINANCES & RESOLUTIONS**

9. Discussion and possible action to approve resolution no 2024-0702-1, removing Allicia Kandall from the bank accounts and adding Codi Gutierrez to them.

Motion to approve.

Motion made by Commissioner Chapman, Seconded by Commissioner McCaslin.

Voting Yea: Commissioner Huckabay, Commissioner McCaslin, Commissioner Chapman

## OTHER ITEMS

10. Discussion and action on the request from the Mangum Housing Authority to retain the P.I.L.O.T (Payment in lieu of Taxes) funds in the amount of \$7983.47 funds for this year and so request the forgiveness for the fiscal year ending September 30, 2023. If Mangum Housing Authority's request to retain the P.I.L.O.T of the fiscal year ending September 30, 2023 is not granted, then MHA is requesting relief in the amount of \$2,120.00 for the upkeep of the Mangum City Property located west of the MHA's facility totaling: 22 mowing's at \$75.00 per mow = \$1,650.00, 2 sprays at \$235.00 = \$470.00 totaling \$2195.00. This would leave a balance due to the City in the amount of \$5,863.47 (P.I.L.O.T balance).

City Manager Mora states, this is the same every year. The City pays the Housing Authority \$2,195.00 for the mowing for City Property and the balance is paid to the City. Mora requests that this is kept the same.

Motion to approve.

Motion made by Commissioner Huckabay, Seconded by Commissioner Chapman.  
Voting Yea: Commissioner Huckabay, Commissioner McCaslin, Commissioner Chapman

11. Discussion and possible action finalizing the Interlocal Agreement with the Greer County Sheriff's Office that includes conveying the Armory Building to Greer County for conversion into a county jail and determining the consideration for the conveyance which may include services in kind, a monetary payment, a reversionary interest, or other fair compensation, including the future of dispatch.

Attorney Kendall explains that the letter of intent has not been changed yet as there has not been a vote to do so. Sheriff MacMahan was not available, Undersheriff Strange spoke on his behalf. He stated that the District Attorney had issues with the verbiage on three items; the legal description for the property, the insurance clause where the City maintains the building until it is deeded over to the County, and the sunset clause for the dispatch amount. City Manager Mora states that the concerns have been conveyed to Attorney Kendall. Kendall explained that the legal description included in that agreement was placed to get the letter done, this will be corrected. The insurance clause was added because the City would insure the building until it was sold due to legal requirements by State Law. He explains there was a vote to pay when the County takes the dispatch over in 2026 for \$100,000, so that was placed in the agreement. The County wanted to strike that from the agreement. If changed that \$100,000 is not a certainty, meaning if they wanted to increase it they could do so. That change would have to be a board decision. The Sheriff contacted Kendall about possibly taking over dispatch sooner. Mayor asked about leaving the verbiage at \$100,000 per year and then meeting again about it at a later date to change it. Kendall stated that the agreement would have to be renewed annually since it does require extensive money. He stated that there is an amendment process in the agreement. He also stated that in the past the County has raised the jail fees to the point where, the County has kicked the City inmates out when the City did not want to pay the increase. Kendall thinks that the agreement needs to stay as written so that it requires a discussion before changes can be made. Strange states that the Sheriff has no problem with the dispatch portion staying as is.

City Manager Mora explains that the Sheriff expressed to her that they would like to take over the dispatch sooner. Strange explained he has spoken to the Sheriff and they would like to take over the dispatch in 90 days and prorate the \$100,000 so that the City would

only pay \$75,000. City Manager asked about who would cover the overtime if they become short handed. Strange stated that the County would take full responsibility for any overtime. Chief's only concern is that dispatch is taken care of. Kendall states that it will be a change as the City has maintained dispatch of a long time. This will allocate \$160,000 that could be reallocated to special projects. The only disadvantage that he can see when the plan was to move dispatch to City Hall was, there would be a front counter person 24/7 and we will not have that now. The community complains that they cannot speak to the Police where they used to be able to walk in and speak to someone. City Manager Mora agrees that we need someone in the office to attend to the public on the behalf of the Police. With the \$160,000 that we would be saving, we could hire three to four more employees that the City needs. She explains that the the overtime with dispatch is a lot and does not want that to come back on the City. The budget for dispatch starts off a \$260,000 and always ends up over budget due to overtime. Mayor asked about adding to the agreement that dispatch would be moved to have a secure area and at a minimum maintaining their current pay. Strange explains that there are States Statutes that mandate what they can and cannot pay. Strange stated that if an agreement cannot be reached about dispatch, it can be discussed later but would like to finalize everything else.

Kendall and Mora both stated that this has been in discussions for 7 years. Mora stated that she would like to get everything finalized to start of the fiscal new year. Chapman asked if there was any chance the County would not receive the funding to convert the building and if not what would happen to the building. Kendall told him there is always a chance but that the building would be the County's and they would keep it.

Motion to accept the Interlocal Agreement with the amendment of turning dispatch over in 90 days.

Motion made by Commissioner Chapman, Seconded by Commissioner McCaslin.  
Voting Yea: Commissioner Huckabay, Commissioner McCaslin, Commissioner Chapman

12. Discussion and possible action regarding the authorization to begin the process of closing a portion of a platted alley running adjacent to 1610 N. Oklahoma.

Chris Halford stated that the alley is at the back of his property. He states there have never been any utility lines or water lines and the gas is to the East. His daughter is wanting to put a house on the South side of the property. Mayor Menasco asked if it would have to go through the process as closing a street. Attorney Kendall advised it would have to be posted in the newspaper and a protentional public hearing, the same as closing a street. He stated since the Halfords are the only ones affected by this it should be easier than the previous one. Commissioners will need to authorize due to the expenses associated with the publication. Once the days have passed it will come back to pass the ordinance to close the alley. Chapman verified the location of the alley and asked if there was an easement across the property. Halford stated there is no easement, only a sewer line.

Motion to approve.

Motion made by Commissioner Huckabay, Seconded by Commissioner McCaslin.  
Voting Yea: Commissioner Huckabay, Commissioner McCaslin, Commissioner Chapman

**STAFF AND BOARD REMARKS**

*Remarks or inquiries by the governing body members, City Manager, City Attorney or City Employees*

Mayor welcomes Interim City Clerk Gutierrez.

**NEW BUSINESS**

*Discussion and possible action on any new business which has arisen since the posting of the Agenda that could not have been reasonably foreseen prior to the time of the posting (25 O.S. 311-10)*

None.

**ADJOURN**

*Motion to Adjourn*

Motion made by Commissioner Chapman, Seconded by Commissioner McCaslin.

Voting Yea: Commissioner Huckabay, Commissioner McCaslin, Commissioner Chapman

6:27pm

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*Jackie Menasco, Mayor*

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*Codi Gutierrez, City Clerk*