



# Mangum Utility Authority Meeting

November 07, 2023 at 6:00 PM, or immediately following City Commission

City Administration Building at 130 N Oklahoma Ave.

## Record of Minutes

---

*The Trustees of the Mangum Utility Authority will meet in regular session on November 7, 2023, immediately following the City of Mangum Commission meeting for such business as shall come before said Trustees.*

### CALL TO ORDER

Chairman Menasco called the meeting to order at 7:33pm

### ROLL CALL AND DECLARATION OF QUORUM

#### PRESENT

Trustee Michelle Huckabay  
Trustee Judith McCaslin  
Chairman Jackie Menasco  
Trustee Dixie Peterson  
Trustee Mark Chapman

### 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.*

1. Approve October 3rd, 2023 meeting minutes as presented.
2. Approve October 30th, 2023 special meeting minutes as presented.
3. Approve September 2023 financials for all funds.
4. Approve October 2023 claims
5. Approve November estimated payroll.

Motion to approve Consent Agenda made by Commissioner Peterson, second by Commissioner McCaslin.

Voting Yea: Commissioner Huckabay, Commissioner McCaslin, Chairman Menasco, Commissioner Peterson, Commissioner Chapman.

## **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.

## **ORDINANCES & RESOLUTIONS**

6. Discussion and possible action to approve Resolution No. 2023-1107-03 approving a 3% convenience fee for all credit/debit card usage and removing the flat fee rate of \$3.00 per transaction.

Motion to approve Resolution 2023-1107-03 made by Commissioner Peterson, second by Commissioner McCaslin.

Voting Yea: Commissioner Huckabay, Commissioner McCaslin, Chairman Menasco, Commissioner Peterson, Commissioner Chapman.

7. Discussion and possible action to approve Resolution No. 2023-1107-04 setting new rates due to the increase from contractor 'Waste Connections' for trash services provided in Mangum.

Waste Connections per contract is subject to a yearly increase. Effective December 2023 Waste Connections will increase by 4.11%.

Motion to approve Resolution 2023-1107-04 made by Commissioner Peterson, second by Chairman Menasco.

Voting Yea: Commissioner Huckabay, Commissioner McCaslin, Chairman Menasco, Commissioner Peterson, Commissioner Chapman.

## **OTHER ITEMS**

8. Discussion and possible action to purchase a Hydro Excavator for the Waste Water Department to paid out of the ARPA fund account.

Motion to approve Ditchwitch Excavator made by Commissioner Peterson, second by Chairman Menasco.

Voting Yea: Commissioner Huckabay, Commissioner McCaslin, Chairman Menasco, Commissioner Peterson, Commissioner Chapman.

9. Discussion and possible action to accept or review the best and most reasonable bid for the purchase of a Hydro Excavator for the Waste Water Department.

Motion to accept lowest bid made by Ditchwitch for \$58K made by Commissioner Peterson, second by Commissioner Huckabay.

Voting Yea: Commissioner Huckabay, Commissioner McCaslin, Chairman Menasco, Commissioner Peterson, Commissioner Chapman.

10. Discussion and possible action to accept or review the best and most responsible bid for the Water Meter Replacement DWSRF Project NO. P40-2002802-02, opened on November 2nd, 2023 by Myers Engineering.

Motion to accept lowest bid made by Chairman Menasco, second by Commissioner Peterson.

Voting Yea: Commissioner Huckabay, Commissioner McCaslin, Chairman Menasco, Commissioner Peterson, Commissioner Chapman.

## **EXECUTIVE SESSION**

11. Discussion and possible action to enter into executive session in regard to reviewing and accepting the Interim City Manager, Erma Moras' contract for the FY2023-2024 with possible executive session in accordance with 25 O.S. 307(B)(1).

Motion to approve Erma Mora as Interim City Manager made by Commissioner Peterson, second by Chairman Menasco.

Voting Yea: Commissioner Huckabay, Commissioner McCaslin, Chairman Menasco, Commissioner Peterson, Commissioner Chapman.

## **OPEN SESSION**

12. Discussion and possible action with regard to the executive session.

## **EXECUTIVE SESSION**

13. Discussion and possible action to enter into executive session to discuss the employment, hiring, appoint, promotion, demotion, discipling or resignation of any individual salaried public officer or employee. Specifically to discuss details regarding the new City Clerk. In accordance with 25 O.S. 307(B)(1).

## **STAFF AND BOARD REMARKS**

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

## **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)*

Commissioner Peterson made a motion to add Ally Kendall with her new position as Interim City Clerk to all the bank accounts and complete bonding application. Second made by Commissioner McCaslin.

Voting Yea: Commissioner Huckabay, Commissioner McCaslin, Chairman Menasco, Commissioner Peterson, Commissioner Chapman.

## **ADJOURN**

*Motion to Adjourn*

Motion to adjourn made by Commissioner McCaslin, second by Commissioner Huckabay.

Voting Yea: Commissioner Huckabay, Commissioner McCaslin, Chairman Menasco, Commissioner Peterson, Commissioner Chapman

7:52pm.

---

*Jackie Menasco, Mayor*

---

*Ally Kendall, City Clerk*