



# City Commission Meeting

December 05, 2023 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 December 5th, 2023 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

All present.

Commissioner Peterson arrived at 6:02pm

#### 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 November 7th, 2023 meeting minutes as presented.
2. Approve October 2023 financials for all funds
3. Approve November 2023 claims
4. Approve December estimated payroll

Motion to approve line items 2-4 on Consent Agenda and removing item #1 to correct.

Motion made by Commissioner Huckabay. Second by Commissioner Chapman.

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

#### FURTHER DISCUSSION

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

Discussion on Consent Agenda line item #1 on verbiage to the Meeting Minutes dated November 7, 2023. Amending Commission Meeting Minutes line item 16. Should read "Motion made to hire Alicia Kendall as Interim City Clerk to begin November 7<sup>th</sup>, 2023."

#### REMARKS

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

Melissa Long spoke on behalf of her mother in regards to switching utilities on in her mothers name. Currently listed under Melissa's daughters name. Switching to solar panels and in order to do that account has to be in resident's name. They have kept utilities in grand-daughters name for years and do not want to pay for another deposit under a fixed income. Interim City Manager advised grand-daughter to call office in the morning to close account and open a new account in the appropriate parties name and discuss payment options for a deposit. Per policy utilities nor deposit can be transferred.

Amy Glover, EMT paramedic, spoke her concerns in regards to the issues she's noticed with Dispatch and dispatch placement. She believes they are doing the best they can but strongly suggests more training. She feels they are not receiving information in a timely manner and with her experience in EMS it has helped her navigate some close calls but feels it is in the best interest to look into more training and possibly move dispatch to PD for less of a distraction.

## **REPORTS**

### **5. Financial Report for October 2023 by the Interim City Manager**

Interim City Manager, Erma Mora reported City Sales Tax and Used Tax from last year to current showing an increase. Reports Financially as a whole we are doing good. Confirmed with Auditor on a closer idea of when the Audit will take place and due to them being short handed we are looking around January sometime. Erma has been working closely with the auditor since September providing them all the information requested and so far no reports on any significant findings. From October's report last year the City had collected roughly \$330 in fines, this November the city has collected roughly \$840 in past fines. Our Collections dept. have continued to send letters on resident past due balances, seen some efforts and will continue to pursue that. Next we plan to start collecting past due tickets and looking into cleaning up our community.

## **ORDINANCES & RESOLUTIONS**

### **6. Discussion and possible action to approve resolution No. 2023-1201-01 amending the budget for the Holiday Expense account and the General Fund in the amount of \$1,200.00 for Holiday Meeting event to be held on December 21st, 2023.**

Erma reported this was approved through previous City Manager however money was not placed in the appropriate account. Needing approval to transfer money from one account to another, showing that trail.

Motion to approve Resolution 2023-1201-01 made by Commissioner Peterson, Seconded by Commissioner Chapman.

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

## **OTHER ITEMS**

### **7. Discussion and possible action to approve calendar year 2024 meeting dates, payroll calendar and holiday schedule.**

Motion made by Commissioner Peterson, Seconded by Commissioner Huckabay.

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

8. Discussion and possible action to approve OKIE Safety Consultant "OKSC" to review of life safety building plan review, mechanical, electrical, plumbing, fire alarm, fire sprinkler, access control, CO2 enrichment, and flammable extraction plan review and inspections for the City of Mangum.

Kaitlyn Leg, director of operations with OKIE Safety via phone. Explains they are a third party working closely with several municipalities by submitting plan reviews for approval and inspections. When a plan comes into the city OKSC requests one digitally to turn those around quickly. Fire Marshall is far behind so this cuts wait time. When work is complete OKSC also covers inspection.

Motion to approve made by Commissioner Peterson, Seconded by Commissioner Huckabay.

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

9. Discussion and possible action to approve Interim City Manager to begin to the process of moving Dispatch from the Greer County Sherrif department to 130 N Oklahoma Ave or to 120 N Oklahoma

Interim City Manager, Erma Mora states she wants to open the door for discussion in regard to possibly moving our own city employed dispatch to a city building. She is simply asking the commissioners for approval to look into what that might entail. In last meeting Sheriff McMahan expressed interest in moving the county jail, this is a perfect opportunity to move dispatch as well. 911 Coordinator Greg Miller spoke asking the City Commissioners not to rush and consider other options to save money as moving could be costly. Suggests the city pay a percentage of dispatch calls to the county to turn those city dispatch employees into county employees. States the Sheriff has started the process of building or moving jail but that is still years away from happening. Under Sheriff Patrick Strange spoke saying if the issue is safety for the employees they will address any concerns the City maybe having. Agrees there are some discrepancies with dispatch and believes the more training and experience over time we will see results. Erma reiterates this is on the agenda to discuss the possibility of moving. Nothing in regards to training or complaints, the city was unaware of this and something to look into. Assistant Chief Joshua Olson wants to be clear we are not trying to take away counties 911 if they want to run it, great. We do have some issues, one being training. There is room and a need for a secondary 911 station if it goes down for whatever reason we need a back up. Second issue is they are dispatch, not jailers. Safety is a big concern. City Attorney, Corry Kendall clarifies this conversation of moving dispatch has been an open discussion going on 6 years now.

Motion made to move forward into looking at different avenues for dispatch. Looking at cost and presenting more information at a later time. Motion made by Commissioner Peterson, Second made by Chapman.

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

## **EXECUTIVE SESSION**

None.

## **OPEN SESSION**

None.

## **STAFF AND BOARD REMARKS**

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

Chief Taylor reports the call volume is down this month, received 237 calls for service. Took in 14 reports, chargers were filed on 6 of those. Discussed community service for juveniles have been successful.

## **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)*

## **ADJOURN**

*Motion to Adjourn*

Motion to adjourn 7:12

Motion made by Commissioner Peterson, Seconded by Commissioner Huckabay.

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

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*Jackie Menasco, Mayor*

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*Ally Kendall, City Clerk*