



City Commission Meeting

November 07, 2023 at 6:00 PM

City Administration Building at 130 N Oklahoma Ave.

Record of Minutes

The Commission of the City of Mangum will meet in regular session on November 7th, 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

PRESENT

Commissioner Michelle Huckabay
Commissioner Judith McCaslin
Commissioner Dixie Peterson
Commissioner Mark Chapman
Mayor Jackie Menasco

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 items as presented.

Motion made by Commissioner Peterson, Seconded by Commissioner Chapman.

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

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.

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.

Cara McGill speaks on an address located on friendship being a nuisance that she has reported for a few years. Commissioner Peterson suggests to the acting Code Enforcement to try and make contact with the owner to see what they can do.

REPORTS

Interim City Manager Erma Mora briefly explains that financials are all down about 10% from last year, which is good for the City. Budget is sitting at 33.3% completed and expenses are down from previous year.

6. Financial Report for September 2023 by the Interim City Manager.

Interim City Manager, Erma Mora, updates the board on all of the financials right on the current percent target for the fiscal year. She also informs the board that they have started trying to collect on past due utility bills during covid times. The City has collected over \$600.00 plus dollars in the first month. She also informs the board that they will start collecting on past due tickets as well.

ORDINANCES & RESOLUTIONS

7. Discussion and possible action to approve resolution No. 2023-1107-01 amending the budget for the Fire Donation Fund and General Fund in the amount of \$7,730.00 from the Mangum mudbog benefit event held on September 30th, 2023.

Motion to approve.

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

8. Discussion and possible action to approve resolution No. 2023-1107-02 amending the budget for the Police Department Donation Fund and General Fund in the amount of \$450.00 from the Mangum mudbog benefit event held on September 30th, 2023.

Motion to approve.

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

9. 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.

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

OTHER ITEMS

10. Discussion and possible action to appoint new board member Mrs. Della Phillips for Mangum Housing Authority Board of Trustees.

Motion approved.

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

11. Discussion and possible action to review, renew, re-negotiate or terminate all independent contractors' contracts and all lease agreements including airport hangar contracts, currently with the City of Mangum.

Motion to re-negotiate all independent contractors and review all lease agreements.

Bids will be reviewed in 60 days from today.

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

12. Discussion with regard to entering a interlocal agreement for converting the Armory into a county jail.

Sheriff Steve McMahan speaks to the board to reopen discussion of converting armory into county jail. Sheriff McMahan states he has discussed with his advisory board and have met with an architect willing to do a feasibility study costing \$10k. This study will be able to determine how many inmates could be held, how much staff will be needed, what the budget will look like, also a rendering of what that facility could look like visually. States he doesn't want the outside to look like a detention center. McMahan believes this will be lucrative to the City for placement of unpaid city citations as well. Another option is providing beds for federal inmates to help cover cost. Negotiations would come later based off of the feasibility study.

Commissioner Peterson spoke and is behind this idea, interested in meeting with advisory board. Chairman Menasco states she interested to learn more following the study and sees it as an opportunity for growth in the community.

EXECUTIVE SESSION

13. 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 enter into executive session 6:34pm.

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

OPEN SESSION

14. Discussion and possible action in regard to executive session, if needed.

Chairman Menasco declares out of Executive session at 7:09pm

Motion to accept contract to be effective on November 7th, 2023.

EXECUTIVE SESSION

15. 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).

Motion to enter in executive session at 7:10pm.

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

OPEN SESSION

16. Discussion and possible action in regard to executive session, if needed.

Chairman Menasco declares out of executive session 7:31pm.

Motion made hire Alicia Kendall as City Clerk to begin on November 7th, 2023.

STAFF AND BOARD REMARKS

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

None.

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)

Add Ally Kendall to bond for new position as City Clerk and to all bank accounts as a co-signer.

ADJOURN

Motion to Adjourn

Adjourn 7:33

Jackie Menasco, Mayor

Ally Kendall, City Clerk