



## City Commission Meeting

December 06, 2022 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 6, 2022, 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 Scott called the meeting to order at 6:00pm.

#### ROLL CALL AND DECLARATION OF QUORUM

##### PRESENT

Commissioner Dale Burnam  
Commissioner Dixie Peterson  
Commissioner Larry Miller

##### ABSENT

Commissioner 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.*

*Motion to approve as presented.*

Motion made by Commissioner Peterson, Seconded by Commissioner Miller.

Voting Yea: Commissioner Burnam, Commissioner Peterson, Commissioner Miller

1. Approve 11-01-22 meeting minutes.
2. Approve November 7, 2022 Special City Commission Meeting Minutes
3. Approve November 2022 claims.
4. Approve October 2022 financials for all departments.
5. Approve December 2022 estimated payroll.

#### FURTHER DISCUSSION

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

#### REMARKS

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

NONE

## REPORTS

6. City Managers Financial Report for October 2022.

City Managers Financial Report for October 2022 presented by Phil Paxton.

## ORDINANCES & RESOLUTIONS

7. Discussion and possible action to approve Resolution No. 2023-18 moving \$5353.00 from general fund to (MEDA). This money is the money received for the Navajoe property in Altus, Oklahoma.

Motion to approve Resolution No. 2023-18.

Motion made by Commissioner Peterson, Seconded by Commissioner Miller.

Voting Yea: Commissioner Burnam, Commissioner Peterson, Commissioner Miller

8. Discussion and possible action to approve resolution no. 2023-19, of the City of Mangum Board of Commissioners appointing a primary, alternative, and terciary authorized respresentatives to oversee the American Rescue Plan Act Funds and to sign for the award terms and conditions documentation and revoking resolution no. 2022-12.

Motion to approve Resolution No. 2023-19 appointing,

Motion made by Commissioner Peterson, Seconded by Commissioner Miller.

Voting Yea: Commissioner Burnam, Commissioner Peterson, Commissioner Miller

PRIMARY: Phillip Paxton, City Manager and Treasurer,  
City of Mangum ALTERNATE: Mary Jane Scott, Mayor,  
City of Mangum TERCIARY: Erma Mora, City Clerk, City of Mangum

## OTHER ITEMS

9. Presentation and acceptance of the FY2022 Audit.

Presentation and acceptance of the FY2022 Audit given by Meredith Meacham-Wilson.

Revenues for the City noted an increase of \$419,476 or 7% over prior year. Sales tax and other general revenues along with an increase in utility program revenues contributed to the increase in the City's income. Operating expenses remained consistent between years, noting a 5% or \$236,405 decrease. Expenses shifted between departments, but overall the City maintained a level basis of spending when compared to prior year.

Total liabilities of the City were \$963,101 which reflects an 45% decrease over prior year liabilities of \$1,755,513. The decrease is attributable to the pension liability of the City which decreased over \$600 thousand dollars year over year. In addition, long term debt decreased by \$169 thousand dollars due to regularly scheduled payment on outstanding debt. The pension liability is calculated by a third-party and reported to the City on an annual basis.

Independent Auditor's report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with government auditing standards.

Year Ended June 30, 2022 and there were no current year findings.

10. Discussion and possible action to appoint a member to Mangum City Hospital Authority Board.

Discussion and possible action to appoint a member to Mangum City Hospital Authority Board.

Motion to appoint Lisa Hopper as Trustee of the Mangum City Hospital Authority

Motion made by Commissioner Peterson, Seconded by Commissioner Miller.

Voting Yea: Commissioner Burnam, Commissioner Peterson, Commissioner Miller

11. Discussion and possible action to approve Juneteenth Federal holiday to calendar year 2023 meeting schedule. The holiday will be observed on Monday June 19th, 2023.

Discussion and possible action to approve Juneteenth Federal holiday to calendar year 2023 meeting schedule. The holiday will be observed on Monday June 19th, 2023.

Motion to approve.

Motion made by Commissioner Peterson, Seconded by Commissioner Miller.

Voting Yea: Commissioner Burnam, Commissioner Peterson, Commissioner Miller

12. Discussion with regard to adopting charter changes. In order to change the charter at the towns next election, the final charter amendments must be approved no later than February 2nd, 2023

Discussed time lines to pass charter amendments.

No action

## **EXECUTIVE SESSION**

13. Discussion and possible action with regard to amending the City Clerk's possessive City Clerk's contract to include possible increase in salary, with possible executive session in accordance with 25 O.S 307 § (B) (1)

Discussion and possible action with regard to amending the City Clerk's possessive City Clerk's contract to include possible increase in salary, with possible executive session in accordance with 25 O.S 307 § (B) (1)

Motion to enter into executive session at 6:38pm

Mayor Scott declared out of executive session at 7:17pm.

## **OPEN SESSION**

14. Possible action as a result of the executive session.

Motion to, first addendum the City Clerk's contract.

Motion made by Commissioner Miller, Seconded by Commissioner Peterson.  
Voting Yea: Commissioner Burnam, Commissioner Peterson, Commissioner Miller

**STAFF AND BOARD REMARKS**

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

Assistant Police Chief, Brandon Miller speaks on the work he and Chief Paxton have done, rebuilding and restructuring the police department regarding, procedural changes with officers and dispatch. Calls for service, crime reports, mileage, etc. will start being presented monthly beginning January 2023. He states this will also help in funding opportunities.

**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 to adjourn at 7:28pm

Motion made by Commissioner Peterson, Seconded by Commissioner Miller.  
Voting Yea: Commissioner Burnam, Commissioner Peterson, Commissioner Miller

  
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Mary Jane Scott, Mayor

  
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Erma Mora, City Clerk

