



# Agenda

## Mangum Utility Authority Meeting

### May 06, 2025

**6:00 PM**, or immediately following City Commission Meeting  
City Administration Building at 130 N Oklahoma Ave.

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In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact City Hall at 580-782-2250 no less than 48 hours prior to the meeting in order to request such assistance.

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*The Trustees of the Mangum Utility Authority will meet in regular session on May 6th, 2025 immediately following the City of Mangum Commission meeting for such business as shall come before said Trustees.*

#### CALL TO ORDER

#### ROLL CALL AND DECLARATION OF QUORUM

#### 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 April 03, 2025, meeting minutes as presented
2. Approve March 2025 financials for all funds.
3. Approve April 2025 claims.
4. Approve May 2025 estimated payroll

#### FURTHER DISCUSSION

#### REMARKS

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

#### ORDINANCES & RESOLUTIONS

#### OTHER ITEMS

5. Discussion and action to approve reimbursement payment via direct deposit made to the City of Mangum by ODOT in the amount of \$10179.50 for the payment of invoice #224016-5 to Myers Engineering for the water line relocation project in the amount of \$10,179.50.

#### EXECUTIVE SESSION

#### OPEN SESSION

#### 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)*

**ADJOURN**

*Motion to Adjourn*

Duly filed and posted at **4:00 p.m. on May 2nd, 2025** by City Clerk.

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*Erma Mora, City Clerk*

# Mangum Utility Authority Special Meeting

April 03, 2025 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 special session on April 3rd, 2025, immediately following the City of Mangum Commission meeting for such business as shall come before said Trustees.

### CALL TO ORDER

Mayor Menasco called the meeting to order at 6:36pm.

### ROLL CALL AND DECLARATION OF QUORUM

Present:

Mayor Menasco

Chairman Peterson

Chairman Huckabay

Chairman Chapman

Also Present:

City Manager Erma Mora

City Clerk Steve Kyle 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.

Motion made by Trustee Peterson, Seconded by Trustee Huckabay.

Voting Yea: Trustee Huckabay, Chairman Menasco, Trustee Peterson

1. Approve March 4, 2025, meeting minutes as presented
- 2 Approve February 2025 financials for all funds.
3. Approve March 2025 claims.
4. Approve April 2025 estimated payroll

## FURTHER DISCUSSION

## REMARKS

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

## OTHER ITEMS

5. Discussion and action to approve invoice #223138-8 to Myers Engineering for the DWSRF project in the amount of \$2,790.00.

City Manager Mora stated this is one of the close out invoices for the electric water meter project owed to Myers Engineering.

Motion to approve.

Motion made by Trustee Peterson, Seconded by Trustee Chapman.

Voting Yea: Trustee Huckabay, Trustee Peterson, Trustee Chapman

6. Discussion and action to approve UTS pay application No. 2 in the amount of \$138,848.00.

City Manager Mora stated this is for the electric water meter program. The project is done and these are the close out forms to get UTS and Myers Engineering paid. This application needs to be signed and approved.

Motion to approve.

Motion made by Trustee Peterson, Seconded by Trustee Chapman.

Voting Yea: Trustee Huckabay, Trustee Peterson, Trustee Chapman

7. Discussion and action to approve DW-271 disbursement request # 9 for the amount \$136,638.00.

8. Discussion and action to approve request # 3 in the amount of \$26, 125.00 for changes in adding meters, smart points, meter lids that were missing during the planning of the project.

City Manager Mora stated this is the amount needed to cover on our own. There was information missing on the original bid such as all the meters were the same size and they were not. The grant covered the original amount requested. Mayor Menasco asked where in the budget this would come from. Mora stated this would come from the general fund.

Motion to approve.

Motion made by Trustee Huckabay, Seconded by Trustee Peterson,

Voting Yea: Trustee Huckabay, Trustee Peterson, Trustee Chapman

9. Discussion and action to approve DW,,121 B, being the Owner's Statement of Acceptance for completion of the Water Meter replacement project.

City Manager Mora stated this is the final paperwork that states the city is taking responsibility for the \$26, 125 mentioned in the above items.

Motion to approve.

Motion made by Trustee Peterson, Seconded by Trustee Huckabay.

Voting Yea: Trustee Huckabay, Chairman Menasco, Trustee Peterson

10. Discussion and possible action to use the Administration credit card for Hotel stay April 14th thru 17th for the water dept training .

City Manager Mora stated some members of the water department are attending a training. This will cover their allowed exposes such as hotel and meals.

Motion to approve,

Motion made by Trustee Peterson, Seconded by Trustee Huckabay.

Voting Yea: Trustee Huckabay, Trustee Peterson, Trustee Chapman

## STAFF AND BOARD REMARKS

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

Chairman Dixie Peterson expressed her gratitude for the opportunity to have been a member of the City of Mangum Commissioners.

Mayor Menasco thanked the outgoing commissioners for their hard work acknowledging that a lot was accomplished.

## ADJOURN

Motion to Adjourn

Motion to adjourn.

Motion made by Trustee Peterson, Seconded by Trustee Chapman.

Voting Yea: Trustee Huckabay, Trustee Peterson, Trustee Chapman Meeting

adjourned at 6:42pm.

Duly filed and posted at 6:00 p.m. on April 1, 2025, by City Clerk,

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Jackie Menasco, Mayor

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Steve Kyle, City Clerk



Myers Engineering, Consulting Engineers, Inc.

13911 Quail Pointe Drive  
Oklahoma City, OK 73134,  
United States

Tel: 405-755-5325 Fax: 405-755-5373

[www.mecokc.com](http://www.mecokc.com)

## INVOICE

TOTAL SERVICES	89.10	\$10,179.50
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Myers Engineering, Consulting Engineers, Inc.

INVOICE

224016 Mangum - Waterline Relocation on SH-283 JIP 35063(06)

Managed By: Bill Myers

PROFESSIONAL SERVICES



3/3/2025	Jonathan Pipkin	Engineering Intern	0.20	\$145.00	\$29.00
3/5/2025	Anne Adkins	Engineering Assistant 3	0.40	\$145.00	\$58.00
4/14/2025	Jon Alexander	CADD Designer Level 2 Engineering	1.00	\$145.00	\$174.00
4/14/2025	Jonathan Pipkin	Intern	120	\$145.00	\$840.00
4/15/2025	Triet Nguyen	CADD Designer Level 1	8.00	\$105.00	\$72.50
4/15/2025	Jon Alexander	CADD Designer Level 2 Engineering	0.50	\$145.00	\$217.50
4/15/2025	Jonathan Pipkin	Intern	1.50	\$145.00	\$840.00
4/16/2025	Triet Nguyen	CADD Designer Level 1	8.00	\$105.00	\$72.50
4/16/2025	Jon Alexander	CADD Designer Level 2	0.50	\$145.00	\$101.50
4/16/2025	Jon Alexander	CADD Designer Level 2	0.70	\$145.00	\$290.00
4/16/2025	Jon Alexander	CADD Designer Level 2	2.00	\$145.00	\$72.50
4/16/2025	Jon Alexander	CADD Designer Level 2	0.50	\$145.00	\$362.50
4/16/2025	Jon Alexander	CADD Designer Level 2	2.50	\$145.00	\$217.50
4/16/2025	Jonathan Pipkin	Engineering Intern	1.50	\$145.00	\$362.50
4/16/2025	Jonathan Pipkin	Engineering Intern	2.50	\$145.00	\$840.00
4/16/2025	Jonathan Pipkin	Engineering Intern		\$145.00	\$101.50
4/17/2025	Jon Alexander	CADD Designer Level 2	0.10	\$145.00	\$14.50
4/17/2025	Jon Alexander	CADD Designer Level 2	0.20	\$145.00	\$29.00
4/17/2025	Jon Alexander Triet	CADD Designer Level 2	8.00	\$145.00	\$29.00
4/18/2025	Nguyen	CADD Designer Level 1	0.60	\$105.00	\$840.00
4/18/2025	Jon Alexander	CADD Designer Level 2	0.50	\$145.00	\$87.00
4/18/2025	Jon Alexander	CADD Designer Level 2	5.00	\$145.00	\$72.50
4/21/2025	Triet Nguyen	CADD Designer Level 1	8.00	\$105.00	\$525.00
4/22/2025	Triet Nguyen	CADD Designer Level 1	1.50	\$105.00	\$840.00
4/22/2025	Jon Alexander	CADD Designer Level 2	7.50	\$145.00	\$217.50
4/23/2025	Triet Nguyen	CADD Designer Level 1		\$105.00	\$787.50

AMOUNT DUE THIS INVOICE \$10,179.50

This invoice is due upon receipt

of Mangum BILLING FROM: 212412025  
200 N. Oklahoma  
Mangum, Oklahoma 73554

INVOICE DATE: 4/29/2025  
INVOICE NO: 224016-5 City

BILLING TO: 4/28/2025

4/23/2025	Jon Alexander	CADD Designer Level 2	1.00	\$145.00	\$145.00
4/24/2025	Triet Nguyen	CADD Designer Level 1	8.00	\$105.00	\$840.00
4/25/2025	Jon Alexander	CADD Designer Level 2	1.00	\$145.00	\$145.00

Item 5.

Core Standard

Invoice Copyright © 2025 BQE Software

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## AFFIDAVIT FOR PAYMENTS IN EXCESS OF \$1,000.00

STATE OF OKLAHOMA

) SS

COUNTY OF OKLAHOMA )

The undersigned (architect, contractor, supplier or engineer), of lawful age, being ff sworn, on oath says that this invoice or claim is true and correct Affiant further states that tht services or tmaterials) as shown by this invoice or claim have been (coinpleted or supp accordance with the plans, specifications, orders or request furnished the affant Amant states that (s)he has made no payment directly or indirectly to any elected omcial, of employee of the State of Oklahonna, any county or local subdivision of the state, of money other thing of value to obtain payment

Jon Alexander  
(Architect, contractor, supplier or engineer)

his \_\_\_\_\_ day of \_\_\_\_\_,

Mary Jo Peterson  
Notary Public (or Clerk or Judge)



Subscribed and sworn to before me this

Note:

Copy of this Affidavit must be attached to any invoice submitted by an architect, contractor, Engineer or supplier of material in excess of \$1000.00, as required by 74 O.S.1984, § 3109

ODOT FORM 324a Rev. 0612002 DEPARTMENT OF	FUND	AGENCY	ORDER NO.	CLAIM NO.	CE-ADWIP*	Cit of Man	um
		345			AddFas*:	130 N. Oklahoma	
	FOR AGENCY USE ONLY			4	City st zp	Man um OK 73554	

TRANSPORTATION

Notarized Claim Form

ACCOUNT

SUB-ACTMffY

OBJECT

CFDA

AMOUNT

FOR

\$10,179.60

AGAWST

OkJa\una De MmentofTransYon

ASSEGMENT

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and eullMrize the Treasurer to Issue e wartM)t tn payment to assignee.

WARRANT (LOCATOR) NO.

Enter the partw pammt or firulpayrrmt number If dalm Is to be charged against an encumbered Mder.

Partial No.

OSF- AUDITED BY

CWmant

Receipt of Goods or Sergees Date

DATE OF	PURCHASE ORDER	ITEM		UNIT	AMOUNT
DE-Ltv'ERY	NUMBER	QUANTffY	UNIT	PRICE	
			State/ Federal State Utility County State/ US Hi hwa #	SCRPTtON	
			Project #	35063 06	
			IP #	Greer	
			hwa #	US-283	
			Engineering Services Waterllne Relocation		
			Total Project Costs		
			Less Company Share (Per Utility Agreement)		
			Total Due		
					\$10 179.50
					\$10 179.50

undersigned contractor or Affirmt states that the work, sei

The duly aulthorized agent. of lawful age, being first duty

sworn. oath says {hat this claim is arß curect.

services or mat\*iak as by this claim I-eve been canpfeled In Wilh plans.

specifications. ordet8, requests and all oliv tenns o! the contact Amant fuglher states that (s)hB Is duty agent of contractor for

the purpose of certifying the facE pertaining to the giving or thinga of value to govMMnent personnel In order to proctre contract or obtain pament; (s)tp is fully aware the facts ald cirwmstances surrmming the making of the contract and has been persorWY and d"ectly im'OWed in the proceedings leading to the prounement of the contract and the of this claim; md, the contractor anyone subject to contractors directjon or has been pau or donated agreed to pay. gtve donate to any ofcær or employee of the State of any muwy or other tNng of value, e-ätler directly or Indtrectly. In "Ocur'11V the

contract or blain I payment.

Subscribed and Sworn befoa me

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State of County OfNumber

My Canmissbn Expit\$

Dats Notary Public (or Clerk or Judge)

ODOT Dlstrubution Amount ect Ellcnbralce

Approval

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Appt ova

APPROVAL hereby approve thig daim payment and certify It compltes with the purchasing Ia-W8 of this Slate.

Item 5.

