



Agenda

Special City Commission Meeting

April 12, 2024

8:00 AM

City Administration Building at 130 N Oklahoma Ave.

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.

The Commission of the City of Mangum will meet in Special Session on April 12, 2024 at 8:00 AM, 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

ROLL CALL AND DECLARATION OF QUORUM

ORDINANCES & RESOLUTIONS

1. Discussion and possible action to approve Joint Resolution No. 2024-0412-01 reconciling expenditures made with American Rescue Plan Act (ARPA) Funds totaling \$54,271.33 to meet fund requirements by the State.

\$560.00 Circle's Paving purchase of Asphalt
\$291.55 Mangum Ace purchase of Concrete
\$3,979.00 Kay Electric purchase of Well Pump
\$6,852.80 Myers Engineering invoice for Lagoon (Reimbursed)
\$6,517.48 SWCA Environmental Consultants
\$3,640.00 SWODA Authority for Administration Reporting
\$130.50 Rent City of Altus for concrete mixer

2. Discussion and possible action to approve Joint Resolution No. 2024-0412-02 in the amount of \$8,200 from Purplewave for items surplus and disbursing payment to the departments materials and supplies operating expenses by amending budget.

Electric Department in the amount of \$2,216.67
Streets Department in the amount of \$3,516.67
Sanitation Department in the amount of \$616.67
Parks & Cemetery Department in the amount of \$616.67
Water Department in the amount of \$616.67
Shop Department in the amount of \$616.65.

3. Discussion and possible action to approve Resolution 2024-0412-03 by accepting State Aid Grant in the amount of \$6,057.00 for library development to the Margaret Carder Library and amending the budget.

ADJOURN

Motion to Adjourn

Duly filed and posted at 8:00 AM on April 10, 2024 by the City Clerk.

Ally Kendall, Interim City Clerk

JOINT RESOLUTION NO. 2024- 0412-01

A JOINT RESOLUTION OF THE BOARD OF COMMISSIONERS FOR THE CITY OF MANGUM AND THE BOARD OF TRUSTEES FOR THE MANGUM UTILITY AUTHORITY TO APPROVE THE BELOW SPENDING OF AMERICAN RESCUE PLAN ACT FUNDS FOR AUDIT PURPOSES AND TO BE IN COMPLIANCE WITH THE STATE.

WHEREAS, the Municipal Budget Act requires that funds be budgeted, and

WHEREAS, the American Rescue Plan Act provides relief funds to state, local and tribal governments that have been negatively impacted by the coronavirus pandemic, and

WHEREAS, the American Rescue Plan Act requires yearly audit per state requirement.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the City of Mangum and the Board of Trustees for the Mangum Utility Authority to approve the below spending through April 1st 2024 totaling \$54,271.33 (detailed below).

- \$560.00 Circle's Paving purchase of Asphalt
- \$291.55 Mangum Ace purchase of Concrete
- \$3,979.00 Kay Electric purchase of Well Pump
- \$6,852.80 Myers Engineering invoice for Lagoon (Reimbursed)
- \$6,517.48 SWCA Environmental Consultants
- \$3,640.00 SWODA Authority for Administration Reporting
- \$130.50 Rent City of Altus for concrete mixer

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF MANGUM ON THIS ____ DAY OF _____ 2024.

(seal)

ATTEST:

 Ally Kendall, Interim City Clerk

Jackie Menasco, Mayor

PASSED AND APPROVED BY THE BOARD OF TRUSTEES OF THE MANGUM UTILITY AUTHORITY ON THIS ____ DAY OF _____ 2024.

(seal)

ATTEST:

 Ally Kendall, Interim City Clerk

Jackie Menasco, Chairman

JOINT RESOLUTION NO. 2024- 0412-02

A JOINT RESOLUTION OF THE BOARD OF COMMISSIONERS FOR THE CITY OF MANGUM AND THE BOARD OF TRUSTEES FOR THE MANGUM UTILITY AUTHORITY TO ACCEPT AND DISBURSE FUNDS TO THE APPROPRIATE DEPARTMENTS MATERIALS AND SUPPLIES BY AMENDING THE BUDGET AS A RESULT FROM AUCTIONING SURPLUS ITEMS ON PURPLEWAVE.

WHEREAS, the Municipal Budget Act requires that funds be budgeted, and

WHEREAS, the Municipal Budget Act provides for budget amendments, and

WHEREAS, the City of Mangum voted to surplus items and amend budget to departments at which property was original purchased or to departments that most used equipment.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the City of Mangum and the Board of Trustees for the Mangum Utility Authority to accept \$8,200 amending the budget and distribute through the following departments:

SECTION I. That the budgeted revenues and budgeted expenditures be amended by the following amounts for fiscal year 2024:

	<u>Before Amendment</u>	<u>After Amendment</u>	<u>Amount of Amendment</u>
ELECTRIC DEPT Materials & Supplies	\$11,525	\$13,741.67	\$2,216.67
STREETS DEPT Materials & Supplies	\$1,068	\$4,584.67	\$3,516.67
SANITATION DEPT Materials & Supplies	\$2,132	\$2748.67	\$616.67
PARKS/CEMET DEPT Materials & Supplies	\$133	749.67	\$616.67
WATER DEPT Materials & Supplies	\$1416	\$2,032.67	\$616.67
SHOP/SUPER DEPT Materials & Supplies	(\$385)	\$231.65	\$616.65

SECTION 2. That this resolution and a copy of the amended budget be transmitted to the Oklahoma State Auditor and Inspector and one (1) copy be transmitted to the Clerk/Treasurer of this municipality.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF MANGUM ON THIS ___ DAY OF _____ 2024.

(seal)

ATTEST:

Ally Kendall, Interim City Clerk

Jackie Menasco, Mayor

PASSED AND APPROVED BY THE BOARD OF TRUSTEES OF THE MANGUM UTILITY AUTHORITY
ON THIS ___ DAY OF _____ 2024.

(seal)

ATTEST:

Ally Kendall, Interim City Clerk

Jackie Menasco, Chairman



Settlement

240326-445634

Auction Date: 03/19/2024

Last Updated: 04/02/2024

Pay by check
City Of Mangum
Oklahoma
130 N Oklahoma Ave
Mangum, OK 73554

Phone: 5807822250
Email: streetdept.supervisor@cityofmangum.net

Your settlement has been processed in accordance with the terms as outlined in your auction contract.
Additional auction details can be viewed anytime by logging into your Purple Wave account.

Bidder	Item	Qty	Description	Commissions / Fees	Amount
74876	DK6786	1	<p>1994 Chevrolet 1500 pickup truck</p> <ul style="list-style-type: none"> Miles: 119,165 on odometer VIN: 1GCEC14Z7RZ244717 <p>Engine</p> <ul style="list-style-type: none"> Displacement: 4.3L V6 OHV Cylinders: 6 Fuel type: Gas <p>Transmission</p> <ul style="list-style-type: none"> Automatic <p>Interior</p> <ul style="list-style-type: none"> AC, Heat <p>Notes</p> <ul style="list-style-type: none"> Windshield chipped or cracked Parts missing Unit must be towed or hauled Non-operational unit <p><i>Oklahoma title</i> <i>Title distribution may be delayed up to 30 days from verification of funds.</i> <u>City Of Mangum Oklahoma</u> <u>130 North Oklahoma Avenue</u> <u>Mangum, OK 73554</u></p>	0% commission G - Listing Fee Waived	\$400.00
200839	DK6787	1	<p>Morbark 17 wood chipper</p> <ul style="list-style-type: none"> Hours: Unknown Serial: 4S8SZ1519PW001784 <p>Engine</p> <ul style="list-style-type: none"> John Deere 4039DF001 Serial: T04039D414854 Cylinders: 4 	0% commission G - Listing Fee Waived	\$3,700.00

- Fuel type: Diesel

Features

- Throat opening: 21"
- Auto feed

Trailer

- Hitch: Pintle
- Suspension: Spring
- Axles: Single
- Tire size: 9.50R16.5

Notes

- Dead battery
- Tires damaged
- **Unknown operating condition**

Transfer of ownership documentation will be a bill of sale.

City Of Mangum Oklahoma
130 North Oklahoma Avenue
Mangum, OK 73554

343807	DK6784	1	1981 Chevrolet C10 pickup truck	0% commission \$1,550.00 G - Listing Fee Waived
			<ul style="list-style-type: none"> • Miles: 87,154 on odometer • Actual mileage unknown • VIN: 1GCDC14H4BJ128835 	

Engine

- Displacement: 5.0L V8 OHV
- Cylinders: 8
- Fuel type: Gas

Transmission

- Automatic

Interior

- AC, Heat

Tires

- Size: 235/75R15

Notes

- Battery missing

Oklahoma classic title

Mileage has not been verified. Exempt will be written in the odometer disclosure on the title.

Title distribution may be delayed up to 30 days from verification of funds.

City Of Mangum Oklahoma
130 North Oklahoma Avenue
Mangum, OK 73554

243583	DK6785	1	1995 Chevrolet K2500 pickup truck	0% commission \$1,350.00 G - Listing Fee Waived
			<ul style="list-style-type: none"> • Miles: 152,873 on odometer • VIN: 1GCGK24K3SE159570 	

Engine

- Displacement: 5.7L V8 OHV
- Cylinders: 8

- Fuel type: Gas

Transmission

- Automatic
- Four wheel drive

Interior

- AC, Heat

Tires

- Size: 225/75R16

Notes

- Battery missing
- Tailgate missing
- **Engine issues, knocks when warm**

*Oklahoma classic title
 Title distribution may be delayed up to 30 days from verification of funds.
 City Of Mangum Oklahoma
 130 North Oklahoma Avenue
 Mangum, OK 73554*

399303 DK6788 1

1993 Chevrolet C1500 pickup truck

0% commission \$1,200.00
 G - Listing Fee
 Waived

- Miles: 202,952 on odometer
- VIN: 1GDCDC14ZXPZ252304

Engine

- Displacement: 4.3L V6 OHV
- Cylinders: 6
- Fuel type: Gas

Transmission

- Automatic

Interior

- AC, Heat
- Cruise control

Tires

- Size: 235/75R15

Notes

- **Non-operational unit**

*Oklahoma title
 Title distribution may be delayed up to 30 days from verification of funds.
 City Of Mangum Oklahoma
 130 North Oklahoma Avenue
 Mangum, OK 73554*

Bid total: \$8,200.00

Commission	Description	Rate	Subtotal
2	0%	0	\$8,200.00 \$0.00

commission

Item 2.

Fee	Description	Amount	Subtotal	
Fee G	Fee Waived	\$0.00	\$8,200.00	\$0.00

Tax	Description	Rate	Subtotal
			Total: \$8,200.00

99813 Processed and Mailed on 4/03/2024 Check 2024-04-02 09:12:57 \$8,200.00

Balance
Due To
Seller: \$0.00

RESOLUTION NO. 2024-0412-03

A RESOLUTION OF THE CITY OF MANGUM, OKLAHOMA AMENDING THE FISCAL YEAR 2024 ANNUAL BUDGET FOR THE MARGARET CARDER LIBRARY ACCEPTING STATE AID FUNDS.

WHEREAS, the Municipal Budget Act requires that funds be budgeted, and **WHEREAS**, the Municipal Budget Act provides for budget amendments, and **WHEREAS**, the City of Mangum, Margaret Carder Library qualified and received aid amending the budget for additional expenditures under state requirements known about during the preparation of the fiscal year 2024 budget.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the City of Mangum, Oklahoma:

SECTION 1. That the budgeted revenues and budgeted expenditures be amended by the following amounts for fiscal year 2021:

	<u>Before</u> <u>Amendment</u>	<u>After</u> <u>Amendment</u>	<u>Amount of</u> <u>Amendment</u>
Library State Aid Grant	\$ 0.00	\$6,057	\$6,057

SECTION 2. That this resolution and a copy of the amended budget be transmitted to the Oklahoma State Auditor and Inspector and one (1) copy be transmitted to the Clerk/Treasurer of this municipality.

PASSED AND APPROVED BY THE COMMISSIONERS OF THE CITY OF MANGUM, OKLAHOMA, THIS ____ DAY OF _____ 20__.

(seal)
ATTEST:

Ally Kendall, Interim City Clerk

Jackie Menasco, Mayor

CHAPTER 25. STATE AID GRANTS TO PUBLIC LIBRARIES

Item 3.

Authority 65 O.S., § 2-106(m)

Source Codified 12-27-91

405:25-1-1. Purpose

This Chapter sets forth the required standards for eligibility of public libraries to receive state appropriated funds for library development in Oklahoma.

405:25-1-2. Definitions

The following words or terms, when used in this Chapter shall have the following meanings, unless the context clearly indicates otherwise:

"**Bibliographic access**" means the provision of author, title, and subject indexes to the library materials, classification and location.

"**Free library service**" means that libraries will provide circulation of books and library materials and admittance to library programs without charge in their service area, i.e., town, city, county or library system.

"**Library system**" means libraries organized under Title 65, Article 4 of the Oklahoma Statutes and funded under Article 10, § 10 A of the Oklahoma Constitution.

"**Long range plan**" means a written strategy for action for improvement of library service over a specified period of time officially adopted by the library board.

"**ODL**" means the Oklahoma Department of Libraries as defined in 65 O.S. § 3-101.

"**Statement of purpose**" means a written declaration of the role the library has chosen to serve its community officially adopted by the library board.

[Source: Amended at 16 Ok Reg 3052, eff 7-12-99; Amended at 34 Ok Reg 1756, eff 9-11-17]

405:25-1-3. Eligibility for State aid grants to public libraries

Eligibility for state aid grants to public libraries is governed by the requirements listed below. Eligibility may be impacted by emergency declarations by the President of the United States or the Governor of Oklahoma, public health, public safety, or other extraordinary circumstances as determined by the Director of the Oklahoma Department of Libraries and the ODL Board. Under those conditions, the Director will present recommendations to the ODL Board to modify application of specific User Service or Administration and Finance requirements. The ODL Board has the authority to accept or deny the recommendations.

(1) Basic requirements.

(A) Libraries must meet the definition of a public library as defined in 65 O.S. § 1-104.

(B) Libraries must be legally established and operating according to Oklahoma Statutes, Title 65, Article 4, § 101 and Title 11, Article 31; and Article 10, § 10A of the Oklahoma Constitution.

(2) User service requirements.

(A) Libraries must provide free library service.

(B) Libraries shall be open to the public the minimum number of hours stipulated in the following schedule. These hours shall be maintained year round. Single county systems organized under 65 O.S., §§ 151 and 552 which have branch libraries may aggregate their hours, if, discounting overlap, the citizens are served according to the following schedule:

(i) cities and towns under 2,000 population will be open 15 hours a week. The schedule will include at least two hours after 5 p.m. each week;

(ii) cities and towns of at least 2,000 but less than 5,000 people, will be open 30 hours a week. The schedule will include at least two hours after 5 p.m. each week and weekend hours are recommended;

(iii) cities with at least 5,000 but less than 10,000 people, will be open 35 hours a week. The schedule will include at least four hours after 5 p.m. each week and three weekend hours;

(iv) cities with at least 10,000, but less than 25,000, will be open 50 hours a week. The schedule will include at least eight hours after 5 p.m. each week and four weekend hours; and

(v) cities with 25,000 or more will be open 60 hours a week. The schedule will include a minimum of five weekend hours.

(C) Libraries must have a telephone located in the library with a listed number.

(D) All libraries and branches must provide internet access to the public. The library shall have a written internet use policy.

(E) All libraries shall at a minimum offer programming for youth under 18 years of age.

(F) A public library shall have a collection of materials (e.g., books, periodicals, audio-visual materials etc.) that is circulated to the community.

(i) Libraries shall provide bibliographic access to its collection for customers.

(ii) The library shall offer interlibrary loan to customers and participate in interlibrary loan networks or consortia to borrow materials not held in the library upon request for customers. Libraries shall promote the service to customers through promotional materials and/or signs in the library and on its website to make customers aware of the service.

(iii) The library shall do an age and condition study on its collection every four years as determined by the Oklahoma Department of Libraries and report the findings to its library board and the Oklahoma Department of Libraries.

(3) Administration and finance requirements.

(A) Legally established libraries that are not part of a library system must complete and submit the Oklahoma Department of Libraries' online annual report for the preceding fiscal year by August 15th and library systems must submit such reports by October 1st.

(B) Libraries must have a board of trustees appointed by the city and or county government officials which holds regularly scheduled meetings at least quarterly and all libraries must file annually a list of trustees, terms of office and meeting times with the Oklahoma Department of Libraries. The board shall approve the policies by which the library operates. The board shall review all required policies within a four year cycle as determined by the Oklahoma Department of Libraries and shall report all current policies to the Oklahoma Department of Libraries. Required policies are:

(i) Circulation policy which shall include interlibrary loan;

(ii) Library materials selection policy; and

(iii) Internet use policy.

(C) Libraries must receive operating income from local government sources, i.e. town, city or county. A public library is primarily supported by either municipal funds or a direct library levy on a permanent basis.

(D) Local government must continue to expend an amount for library service, i.e., operating expenditures, not less than that of the preceding fiscal year, as reported on the Annual Report for Public Libraries. Public library systems organized under 65 O.S. Sections 151-161 and Sections 551-561, Sections 4-101-107.1 and Sections 4-201-206 may not reduce their millage levy. Exemption waivers to drop in operating income based on special circumstances shall be considered.

(i) If a city or county has less total income for the most recent fiscal year as compared to the immediate fiscal year, exemption to the requirement in (D) of this paragraph may be made. The Oklahoma Department of Libraries will then supply forms for city or county officials to certify that the library's budget sustained no greater reduction than the total percentage reduction of income of the city or county budget.

(ii) The requirement in (D) of this paragraph may be waived in those years when the budget is decreased according to (i) of this subparagraph.

(E) Libraries must have paid permanent employees who are employees of the town, city, county or system. Town, city, county or system must pay said employees at least the federally required minimum wage and meet the requirements of the Fair Labor Standards Act.

(F) All library directors and all personnel who work more than twenty (20) hours a week must attend at least one continuing education program each year. Staff in library systems or public libraries serving over 25,000 may meet this requirement with in-house training. Personnel are exempt if they have been employed at the library less than one (1) year.

(G) Multi-county library systems must abide by the Oklahoma Department of Libraries' rules concerning systems as set forth in Chapter 10 of this title.

(H) Libraries must file with the Oklahoma Department of Libraries, Office of Library Development, a report of expenditures made with state aid grant funds each preceding fiscal year by August 15th and library systems must submit such reports by October 1st.

(I) Libraries must have a written statement of purpose.

(J) Libraries shall provide annual library visits each year on the annual report to the Oklahoma Department of Libraries.

(K) Libraries must provide bibliographic access to their collections.

(L) Libraries serving a population of 10,000 or more must have submitted to the Oklahoma Department of Libraries a long range plan written or updated within the last 3 years. This document must address future directions of the library for services and resources, and must be approved by the local library board.

(M) Libraries that are a department of municipal government in cities serving a population of 25,000 or more must employ a director with a Master's Degree in Library and Information Science from a library

school accredited by the American Library Association or an alternate degree as follows. A comparable master's degree in business, education, school library media, or public administration, with a minimum of five years of prior supervisory library experience shall also be acceptable. For those with an alternate degree but without prior experience working in a library, the director shall complete the Institute in Public Librarianship Certification Program within two years of employment as director.

(N) Libraries will evaluate, deselect and maintain their collections ensuring that their collections include up-to-date and useful materials and report the figures to its library board and to the Oklahoma Department of Libraries.

(O) Libraries shall submit performance measures to the Oklahoma Department of Libraries on a schedule as determined by the Oklahoma Department of Libraries.

[Source: Amended at 16 Ok Reg 3052, eff 7-12-99 ¹; Amended at 34 Ok Reg 1756, eff 9-11-17; Amended at 39 Ok Reg 1901, eff 9-11-22]

EDITOR'S NOTE: ¹An Editor's Notice was published in the 9/15/99 issue of The Oklahoma Register [16 Ok Reg 3601], which identified a technical error that occurred when subparagraph (2)(B)(ii) of this Section 405:25-1-3 was published in the 7/1/99 issue of the Register [16 Ok Reg 3052]. The language that read "3 hours a week" in that subparagraph should have read "30 hours a week." A similar Editor's Note was also published at OAC 405:25-1-3 in the Oklahoma Administrative Code until the Section was amended again on 9-11-17.

405:25-1-4. Use of state aid funds

State aid funds cannot be used for construction, remodeling, land, vehicles, or items that will become a permanent part of the building, such as carpet or air conditioners.

405:25-1-5. Ineligibility notification

(a) When libraries are found to be ineligible for State Aid, ODL will notify the librarian and the City Manager, and shall state the reasons for ineligibility. The librarian will then have a period of two weeks from receipt of notification in which to submit additional evidence of eligibility. Such appeals shall be reviewed by the ODL administration and a final decision made.

(b) The Oklahoma Department of Libraries Board shall serve as an appeal board in the agency's execution of the State Aid Grants to Public Libraries. After the Oklahoma Department of Libraries administration denies a community's eligibility for state aid, a community may appeal the ineligibility for state aid by agency administration to the Oklahoma Department of Libraries Board at a special board meeting. The community must file the appeal to the Oklahoma Department of Libraries Board within seven days of receipt of the denial by the agency administration. The Board shall affirm the administration's determination unless it finds such determination is contrary to applicable rules.

[Source: Amended at 36 Ok Reg 980, eff 7-25-19]

405:25-1-6. State aid formula

The Oklahoma Department of Libraries will utilize the latest population estimates from the United States Census Bureau to determine per capita payments for the distribution of state aid funds for public libraries.

[Source: Amended at 16 Ok Reg 3052, eff 7-12-99; Amended at 34 Ok Reg 1756, eff 9-11-17]

STATE OF OKLAHOMA
Notarized Claim Voucher And
Disbursements of Payroll
Withholdings

AGENCY BUSINESS UNIT 43000

CLAIM OF:

Item 3.

City of Mangum
Margaret Carder Library
201 W Lincoln
Mangum OK 73554-4601

FOR AGENCY USE: MOE 194 A
PO: 4309003426
VID: 77230 Location: 5

Address:

OBJECT ACCOUNT	AMOUNT	OBJECT ACCOUNT	AMOUNT
555110	\$ 6,057.00		

FOR
\$6,057.00
AGAINST

Agency, Bd.,
Comm., Dept.: OK Dept of Libraries

ASSIGNMENT

I hereby assign this claim to

and authorize the State Treasurer to issue a warrant in payment to said assignee.

Claimant Signature

TOTAL AMOUNT \$ 6,057.00

OMES-AUDITED BY:

Date

DATE	ITEM	QUANTITY	ARTICLE	UNIT PRICE	AMOUNT CLAIMED	OBJECT ACCOUNT
12/15/2023			SFY23 State Aid Grant (100% of grant)		\$ 6,057.00	555110
			Budget Ref.: 24 Department: 2000001 CFDA:			

**THIS SECTION IS NOT REQUIRED FOR WITHHOLDING PAYMENTS-
EXCEPT FOR WITHHOLDING REFUNDS**

TOTAL AMOUNT APPROVED

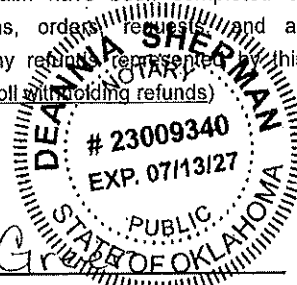
\$6,057.00

The undersigned contractor, vendor, individual, or duly sworn agent, of lawful age, upon oath says that this claim is true and correct. Affiant further states that the work, services, or materials as shown by this claim have been completed or supplied in accordance with the plans, specifications, orders, requests, and all other terms of the contract. Affiant also states that any refunds represented by this payment are due. (NOTE: Claimant signature only for payroll withholding refunds)

Department Supervisor's Approval Signature
(If required)

Date

Euna Mora
Claimant



State of Oklahoma County of Grover

Subscribed and sworn before me on 28th February 2024

My Commission expires 07-13-2027

Notary Public (or Clerk or Judge) *Deanna Sherman*

Agency, Bd.,
or Div. Use