



# **AMENDED Agenda**

## **City Commission Meeting**

### **October 03, 2023**

### **6:00 PM**

*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 Commission of the City of Mangum will meet in regular session on October 3, 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**

#### **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 September 5th, 2023 meeting minutes as presented.
2. Approve September 11th, 2023 planning and zoning board meeting minutes as presented.
3. Approve September 25th, 2023 special meeting minutes as presented.
4. Approve September 2023 claims
5. Approve financials for all departments.
6. Approve October 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.*

## **OTHER ITEMS**

7. Discussion and possible action with regard to the recommendation from the Planning and Zoning Board to deny the Kepler's request to rezone 330 N. Louis Tittle Avenue, Mangum, OK 73554, and legally described as the west 178.8 feet of Lot 16 and the west 181.5 feet of the north half of Lot 15 all in Block "C", in the Tittle Addition, to the Town, now city of Mangum, Greer County, Oklahoma less and except all of the oil, gas, and other minerals from a U-1 use to a U-2 use for installation of storage units or other commercial uses in accordance with 12-2-2 of the City's Ordinances.

## **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 PM on October 2nd, 2023 by the City Clerk.

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*Erma Mora, City Clerk*



## City Commission Meeting

September 05, 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 September 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

#### 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 Chapman, Commissioner Peterson, Commissioner McCaslin, Commissioner Huckabay

1. Approve August 1st, 2023 meeting minutes as presented.
2. Approve August 18, 2023 special meeting minutes as presented.
3. Approve August 29th, 2023 special meeting minutes as presented.
4. Approve August 2023 claims.
5. Approve financials for all departments.
6. Approve September 2023 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.*

None.

**ORDINANCES & RESOLUTIONS**

7. Approve Resolution No. 2023-0905 amending the FY24 annual budget for the Police Department grant fund accepting and to later expense the Police Department Grant money from Marathon Corporation Community Program for first responders rescue and medical equipment in the amount of \$2756.00.

Motion to approve.

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

8. DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 465. AN ORDINANCE OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF MANGUM, OKLAHOMA, AMENDING TITLE 6, CHAPTER 2, SECTION 6-2-2 UPDATING THE DEFINITIONS SECTION OF CHAPTER 2 BY PROVIDING SUBSECTIONS FOR EACH DEFINITION; UPDATING THE DEFINITION OF WILD ANIMAL; ADDING A DEFINITION FOR COMMERCIALY AVAILABLE ANIMAL AMENDING TITLE 6, CHAPTER 2A, SECTION 6-2A-3 EXPANDING WHO MAY QUALIFY FOR A LICENSE TO OWN WILD ANIMALS; ADDING A NEW SECTION TO TITLE 6, CHAPTER 2A, SECTION 6-2A-7 ADDED LINCENSING REQUIREMENTS FOR COMMERCIALY AVAILABLE REQUIREMENTS AND EXEMPTIONS TO SUCH SECTION; AMENDING TITLE 6, CHAPTER 2, SECTION 6-2-8(H) CLARIFYING WHEN WILD ANIMALS ARE PERMITTED; AMENDING TITLE 6, CHAPTER 2, SECTION 6-2-8(J) TO REFERENCE LICENSE REQUIREMENTS UNDER 6-2A-7 AS ADDITIONAL REQUIREMENT FOR OWNING OTHER ANIMALS; PROVIDING SEVERABILITY; AMENDING ALL ORDINANCES, POLICIES, OR RESOLUTIONS AT VARIANCE; AND DECLARING AN EMERGENCY.

No action.

**OTHER ITEMS**

9. Discussion and possible action on accepting nominations and appointment for a board member to fill the vacancy on the Mangum City Hospital Authority Board to a term of 5 years beginning September 2023 and ending August 2028. Nominees must be residents of Greer County.

Commissioner Peterson nominates Michelle Ford and informs the board that she has a lot of medical background and would be great for the hospital board.

Votes for nominating Michelle Ford - 3 yes

1 abstain

Motion to appoint Michelle Ford as new trustee for Mangum City Hospital Authority.

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

10. Discussion and possible action to review, renew, re-negotiate or terminate all independent contractors' contracts currently with the City of Mangum.

Tabled until we get more information and review some updated contracts.

11. Discussion and action to approve Invoice # 2676670 in the amount of \$3750.00 for "Budget", Invoice # 2677070 in the amount of \$2125.00 for "FY2024 Budget", Invoice # 2677298 in the amount of \$1250.00 for "Budget follow up and questions", Invoice # 2677790 for \$375.00 for "Special Projects".

Motion to approve invoices paid to RSMeacham CPAs and advisors.

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

12. Discussion and possible action to purchase two handguns, two patrol rifles, two optics, two flashlights, and two gun mounted lights for the Police Department with an estimated cost of \$2500.00.

Chief Lance Taylor explains the difference in prices and what he recommends for the department.

Motion to approve.

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

13. Discussion and possible action with regard to reviewing, adopting, revising, or otherwise discussing the Interlocal Agreement between the City of Mangum, the Mangum Utility Authority, and the Mangum Public Schools for the operation and maintenance of the golf course

Commissioner Peterson informs the board that she is waiting on additional information with a meeting she has next week with the person currently running the golf course.

No action

## EXECUTIVE SESSION

14. 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 hiring of Assistant Police Chief, Joshua Olson, In accordance with 25 O.S. 307(B)(1).

Motion to enter into executive session 6:28pm

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

Mayor Menasco declared out of executive session at 7:26pm.

## OPEN SESSION

15. Discussion and possible action with regard to executive session.

Motion to hire Joshua Olson as Assistant Chief of Police.

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

## EXECUTIVE SESSION

16. 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 hiring of a City Manager In accordance with 25 O.S. 307(B)(1).

Motion to enter into executive session at 7:27pm.

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

Mayor Menasco declared out of executive session at 8:05pm.

## OPEN SESSION

17. Discussion and possible action with regard to executive session.

No action.

## 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)*

None.

**ADJOURN**

*Motion to Adjourn*

Motion to adjourn at 8:06pm.

Motion made by Commissioner Peterson, Seconded by Commissioner Chapman.

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

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*Jackie Menasco, Mayor*

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*Erma Mora, City Clerk*

**City of Mangum  
Zoning and Planning Commission Meeting  
September 11, 2023**

**Meeting Minutes**

**1. Call to Order**

Mark Chapman called the meeting to order at 8:03 am.

**2. Roll call and declaration of a quorum**

Present: Larry Miller, Jennifer Adams, Shirley Vaughn, Mark Chapman

Absent: Dixie Peterson

**3. Discussion and possible action with regard to the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of Melanie Daniels as bookkeeper and utility clerk with possible executive session in accordance with 25 O.S. § 307(B)(1).**

Frank Kepler presented his proposal to place storage units on the subject property. He stated that he intends to put 30 units on the lot, focusing on larger units. He informed that ingress and egress to the units would be from Hayes Street, not Louis Tittle. He has cleaned up the lot and is ready to begin construction. Larry Miller and Jennifer Adams both expressed concerns about traffic and placing a storage unit in a mostly residential portion of Louis Tittle. Several residences have informed the Planning Commission of concerns related to the storage facility. Mr. Kepler asked if the City intends to move forward with rezoning Louis Tittle. Larry Miller states that is the intent but does not agree with storage units in that particular area.

Upon no further discussion, Mark Chapman called for action. Larry Miller moved to DENY the Kepler's request to rezone the particular property from U-1 to U-2. Shirley Vaughn seconded the motion. Mark Chapman called for a vote.

Yes: Jennifer Adams, Larry Miller, Shirley Vaughn.

No: Mark Champman- abstained

Motion Carried.

**4. Adjourn.**

Having no further business, Larry Miller moved to adjourn the meeting. Jennifer Adams seconded the motion. After no further discussion, Mark Chapman called for a vote:

Yes: Larry Miller, Jennifer Adams, Shirley Vaughn, Mark Chapman

No: None.

Motion Carried. Meeting adjourned at 8:15 am.





## Special City Commission Meeting

September 25, 2023 at 9:00 AM

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 special session on September 25th, 2023, at 9:00 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

Mayor Menasco called the meeting to order at 9:00am.

##### ROLL CALL AND DECLARATION OF QUORUM

##### PRESENT

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

##### OTHER ITEMS

1. Discussion and possible action to approve the Jail Contract with Greer County and the City of Mangum for housing city inmates. A daily rate increase changed from the previous year's rate of \$34.10 to \$46.04.

Motion to approve.

Motion made by Commissioner Peterson, Seconded by Commissioner Chapman.

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

2. Discussion and possible action to approve a \$38.00 fee for every application chosen, for the City Manager position posted on the 'Indeed' website and handled by the Mayor. The fee will be paid by the City of Mangum's credit card assigned to the City Clerk and paid out of the City Manger's fund "other services and charges".

Motion to approve the \$38.00 fee per application and not to exceed over \$500.00 per month.

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

3. 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 hiring of a City Manager/City Consultant, Janice Cain, In accordance with 25 O.S. 307(B)(1).

Motion to enter into executive session at 9:15am.

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

Mayor Menasco declared out of executive session at 10:16am.

4. Discussion and possible action with regard to executive session.  
No action.

**ADJOURN**

*Motion to Adjourn*

Motion to adjourn at 10:18am.

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

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*Jackie Menasco, Mayor*

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*Erma Mora, City Clerk*

**PAYROLL ESTIMATE FOR  
OCTOBER 2023**

CITY:

Regular Time	\$78,106.61
Overtime	\$1,278.62

MUA:

Regular Time	\$20,594.85
Overtime	\$563.27

Approved on: October 3, 2023

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Erma Mora, City Clerk