



Agenda

Mangum Utility Authority Special Meeting

April 03, 2025

6:00 PM, or immediately following City Commission Meeting
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 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

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

9. Discussion and action to approve DW-121B, being the Owner's Statement of Acceptance for completion of the Water Meter replacement project.
10. Discussion and possible action to use the Administration credit card for Hotel stay April 14th through 17th for the water dept training .

STAFF AND BOARD REMARKS

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

ADJOURN

Motion to Adjourn

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

Steve Kyle, City Clerk



Mangum Utility Authority Meeting

March 04, 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 regular session on March, 4th 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 06:41pm.

ROLL CALL AND DECLARATION OF QUORUM

PRESENT

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

ALSO PRESENT

City Manager Erma Mora
 City Attorney Corry Kendal
 City Clerk Steve Kyle

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.

City Manager Mora requested to remove the last name Scott from the Mayor's last name on the minutes.

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

Motion to approve with the amendment.

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

FURTHER DISCUSSION

None

REMARKS

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

None

ORDINANCES & RESOLUTIONS

None.

OTHER ITEMS

5. Discussion and possible action on the inspection and bid on the City of Mangum's three water towers.

Operations Manager Kyle provided a packet with information regarding the water towers. He stated the first bid was in; however, they had time to review this information pending additional bids. Mayor Menasco inquired if there were grants to cover this. Kyle stated he would check on this after he buttoned up some of the cost. City Manager Mora stated there is a grant available for this; however, they needed to close the two current grants. Per Mayor Menasco asked if these were the disposal and water meter grants. Mora affirmed this adding the final walk throughs were completed last week and it should be wrapping up soon. Following this they could start applying again.

Item was tabled.

6. Discussion and possible action to approve reimbursement payment via direct deposit made to The City of Mangum by ODOT in the amount of \$10,729.00 for the payment of invoice #224016-4 to Myers Engineering for the Waterline/ Relocation on SH-283.

Motion to approve.

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

7. Discussion and possible action to approve reimbursement payment via direct deposit made to The City of Mangum by ODOT in the amount of \$3566.00 for the payment of invoice #224031-4 to Myers Engineering for the power line Relocation on SH-283.

Motion to approve.

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

EXECUTIVE SESSION

8. 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 City Manager, In accordance with 25 O.S. 307(B)(1).

Motion made to accept the contract as previously discussed (Executive Session of City Commissioner's Meeting immediately prior to this meeting.)

Motion to approve.

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

OPEN SESSION

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

None.

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)

NEW BUSINESS

Attorney Corry Kendal said he was approached by grant writer Clyde. Clyde stated the lagoon project was ready to go back on the agenda allowing him to go out for new bids on the lagoon discharge main project.

Motion to approve.

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

ADJOURN

Motion to adjourn.

Motion made by Commissioner Peterson, Seconded by Commissioner Huckaby. Voting Yea: Commissioner Huckabay, Mayor Menasco, Commissioner Peterson, Commissioner Chapman.

Meeting adjourned at 07:20pm.

Jackie Menasco, Mayor

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

Item 5.

City of Mangum
200 N. Oklahoma
Mangum, Oklahoma 73554

INVOICE

INVOICE DATE: 3/7/2025
INVOICE NO: 223138-8
BILLING FROM: 12/27/2024
BILLING TO: 3/6/2025

223138 - Mangum - DWSRF Water Meter Replacement

Managed By: Bill Myers

DESCRIPTION	CONTRACT AMOUNT	% COMPLETE	BILLED TO DATE	PREVIOUSLY BILLED	CURRENT AMOUNT
223138 USE THIS PHASE - Engineering Services Until DWSRF Approval Is Received	\$7,500.00	100.00	\$7,500.00	\$7,500.00	\$0.00
223138 Engineering Services After DWSRF Approval and funding	\$5,000.00	100.00	\$5,000.00	\$5,000.00	\$0.00
223138 Bidding Phase	\$7,500.00	100.00	\$7,500.00	\$7,500.00	\$0.00
223138 Engineering During Construction	\$27,900.00	100.00	\$27,900.00	\$25,110.00	\$2,790.00
TOTAL	\$47,900.00		\$47,900.00	\$45,110.00	\$2,790.00

AMOUNT DUE THIS INVOICE	\$2,790.00
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This invoice is due upon receipt

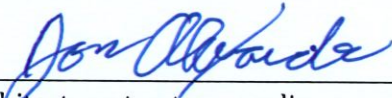
SECTION 01027

S.A. &I. 427 (1985)

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 first duly sworn, on oath says that this invoice or claim is true and correct. Affiant further states that the (work, services or materials) as shown by this invoice or claim have been (completed or supplied) in accordance with the plans, specifications, orders or request furnished the affiant. Affiant further states that (s)he has made no payment directly or indirectly to any elected official, officer or employee of the State of Oklahoma, any county or local subdivision of the state, of money or any other thing of value to obtain payment.


 (Architect, contractor, supplier or engineer)

Subscribed and sworn to before me this 7th day of March, 2025

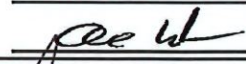
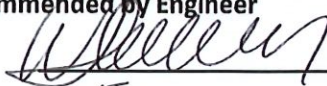

 Notary Public (or Clerk or Judge)



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, S. 3109

Contractor's Application for Payment

Owner: CITY OF MANGUM / MANGUM UA Engineer: MYERS ENGINEERING Contractor: UTILITY TECHNOLOGY SERVICES Project: WATER SYSTEM IMPROVEMENTS Contract: FY24 WATER METER REPLACEMENT	Owner's Project No.: P40-2002802-02 Engineer's Project No.: 223138 Contractor's Project No.:																																				
Application No.: 2 Application Date: 12/27/2024 Application Period: From 7/1/2024 to 12/27/2024																																					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">1. Original Contract Price</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 20%; text-align: right;">552,285.00</td> </tr> <tr> <td>2. Net change by Change Orders</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">26,125.00</td> </tr> <tr> <td>3. Current Contract Price (Line 1 + Line 2)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">578,410.00</td> </tr> <tr> <td>4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">578,410.00</td> </tr> <tr> <td>5. Retainage</td> <td></td> <td></td> </tr> <tr> <td style="padding-left: 20px;">a. 0% X \$ 578,410.00 Work Completed</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td style="padding-left: 20px;">b. X \$ - Stored Materials</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td style="padding-left: 20px;">c. Total Retainage (Line 5.a + Line 5.b)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td>6. Amount eligible to date (Line 4 - Line 5.c)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">578,410.00</td> </tr> <tr> <td>7. Less previous payments (Line 6 from prior application)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">418,437.00</td> </tr> <tr> <td>8. Amount due this application</td> <td style="text-align: right;">\$</td> <td style="text-align: right; border: 2px solid red;">159,973.00</td> </tr> <tr> <td>9. Balance to finish, including retainage (Line 3 - Line 4)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> </table>		1. Original Contract Price	\$	552,285.00	2. Net change by Change Orders	\$	26,125.00	3. Current Contract Price (Line 1 + Line 2)	\$	578,410.00	4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	578,410.00	5. Retainage			a. 0% X \$ 578,410.00 Work Completed	\$	-	b. X \$ - Stored Materials	\$	-	c. Total Retainage (Line 5.a + Line 5.b)	\$	-	6. Amount eligible to date (Line 4 - Line 5.c)	\$	578,410.00	7. Less previous payments (Line 6 from prior application)	\$	418,437.00	8. Amount due this application	\$	159,973.00	9. Balance to finish, including retainage (Line 3 - Line 4)	\$	-
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Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.																																					
Contractor: UTILITY TECHNOLOGY SERVICES, INC.																																					
Signature:  Date: 12/27/2024																																					
Recommended by Engineer By:  Title: Engineer Date: 3-13-2025	Approved by Owner By: _____ Title: _____ Date: _____																																				
Approved by Funding Agency By: _____ Title: _____ Date: _____																																					

SECTION 01027

S.A. &L. 427 (1985)

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 first duly sworn, on oath says that this invoice or claim is true and correct. Affiant further states that the (work, services or materials) as shown by this invoice or claim have been (completed or supplied) in accordance with the plans, specifications, orders or request furnished the affant. Affiant further states that (s)he has made no payment directly or indirectly to any elected official, officer or employee of the State of Oklahoma, any county or local subdivision of the state, of money or any other thing of value to obtain payment.

ae w
 (Architect, contractor, supplier or engineer)

Subscribed and sworn to before me this 27th day of December

SOLEDAD CELIA VILLALOBOS
 NOTARY PUBLIC
 STATE OF OKLAHOMA
 COMMISSION NO. 24006579
 EXPIRES 05-20-2026

Soledad Celia Villalobos
 Notary Public (or Clerk or Judge)

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, S. 3109

DRINKING WATER STATE REVOLVING FUND

OUTLAY REPORT AND REQUEST FOR LOAN PROCEEDS FOR CONSTRUCTION PROGRAMS FROM THE DRINKING WATER FACILITY CONSTRUCTION REVOLVING LOAN ACCOUNT (DWSRF)		1. DISBURSEMENT REQUEST NO. <div style="border: 1px solid black; padding: 2px; display: inline-block;">9</div>		PAGE 1 OF 1	
		2. LOAN NUMBER ASSIGNED BY OWRB: <div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; padding: 2px; display: inline-block;">P40-2002802-02</div> <div style="border: 1px solid black; padding: 2px; display: inline-block;">'ORF-24-0004-DW</div> </div>			
3. EMPLOYEE IDENTIFICATION NUMBER <div style="border: 1px solid black; padding: 2px; display: inline-block;">XX-XXXXXXX</div>	4. RECIPIENT ACCOUNT OR OTHER ID NUMBER: <div style="border: 1px solid black; padding: 2px; display: inline-block;">ABA # XXXXXXXX</div> <div style="border: 1px solid black; padding: 2px; display: inline-block;">CHECKING # XXXXX2024</div>	5. PERIOD COVERED BY THIS REPORT <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> FROM: (mm/dd/yy) <div style="border: 1px solid black; padding: 2px; display: inline-block;">12/31/2024</div> </div> <div style="width: 45%;"> TO: (mm/dd/yy) <div style="border: 1px solid black; padding: 2px; display: inline-block;">2/27/2025</div> </div> </div>			
6. RECIPIENT ORGANIZATION Name: Mangum Utility Authority No. and Street: 130 N Oklahoma Ave City/State/Zip: Mangum, OK 73554		7. PAYEE (if different than No. 6) Name: No. and Street: City/State/Zip:			
8. STATUS OF FUNDS					
CLASSIFICATIONS		BUDGET & PAYMENT TRACKING			TOTAL (cumulative amounts)
		BUDGET AMOUNTS	PREVIOUS TOTALS	THIS REQUEST	
a. Construction (Meters)		\$ 552,285.00	\$ 418,437.00	\$ 133,848.00	\$ 552,285.00
b. Engineering		\$ 47,900.00	\$ 45,110.00	\$ 2,790.00	\$ 47,900.00
c. Environmental		\$ -	\$ -	\$ -	\$ -
d. Blank		\$ -	\$ -	\$ -	\$ -
e. Bond Counsel		\$ 15,450.00	\$ 15,450.00	\$ -	\$ 15,450.00
f. Local Counsel		\$ 2,500.00	\$ 2,500.00	\$ -	\$ 2,500.00
g. Blank		\$ -	\$ -	\$ -	\$ -
h. Blank		\$ -	\$ -	\$ -	\$ -
i.		\$ -	\$ -	\$ -	\$ -
j.		\$ -	\$ -	\$ -	\$ -
k. Contingency		\$ -	N/A	N/A	N/A
l. TOTALS		\$ 618,135.00	\$ 481,497.00	\$ 136,638.00	\$ 618,135.00
m. Amount Previously Requested		N/A	N/A	N/A	\$ 481,497.00
n. Amount of this request		N/A	N/A	N/A	\$ 136,638.00
o. Percent complete w/ construction		N/A	N/A	N/A	100.00%
9. CERTIFICATION I certify that to the best of my knowledge and belief the billed cost or disbursement represents the amount due which has not been previously requested and that an inspection has been performed on all construction.		a. Recipient	SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		DATE REPORT SUBMITTED
			TYPED/PRINTED NAME AND TITLE Jackie Menasco, Chairman		TELEPHONE NO. 580-782-2250
		b. Representative Certifying to line 9a.	SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		DATE REPORT SUBMITTED
			TYPED/PRINTED NAME AND TITLE Erma Mora, Secretary		TELEPHONE NO. 580-782-2250

Change Order

No. 3

Date of Issuance: 2/27/25		Effective Date: 2/27/25
Project: Water Meter Replacement	Owner: City of Mangum	Owner's Contract No.: P 40-2002802-02
Contract: Water System Improvements – Meter Replacement		Date of Contract: December 19th, 2023
Contractor: Utility Technology Services, Inc.		Engineer's Project No.: 223138

JUSTIFICATION – This change order adds meters, smart points and meter lids that were missed during the planning of this project. It also removes items returned and not completed on this project. See Exhibit A.

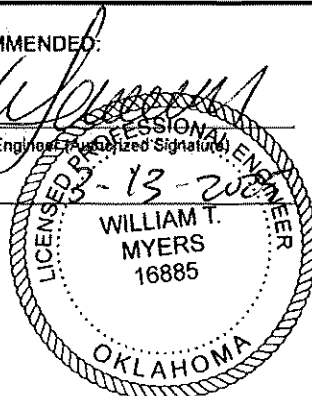
CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: <u>\$552,285.00</u>	Original Contract Times: <input type="checkbox"/> Working days <input checked="" type="checkbox"/> Calendar days Substantial completion (days or date):
Increase from previously approved Change Orders No. <u>1</u> to No. <u>2</u> : <u>\$552,285.00</u>	[Increase] [Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> : Substantial completion (days or date): Ready for final payment (days or date):
Contract Price prior to this Change Order: <u>\$552,285.00</u>	Contract Times prior to this Change Order: Substantial completion (days or date):
Increase of this Change Order: <u>\$26,125.00</u>	[Increase] [Decrease] of this Change Order: Substantial completion (days or date): Ready for final payment (days or date):
Contract Price incorporating this Change Order: <u>\$578,410.00</u>	Contract Times with all approved Change Orders: Substantial completion (days or date): Ready for final payment (days or date):

RECOMMENDED:

By:

Engineer (Authorized Signature)

Date:



ACCEPTED:

By:

Owner (Authorized Signature)

Date:

ACCEPTED:

By:

Contractor (Authorized Signature)

Date:

03-13-25

Oklahoma Drinking Water State Revolving Fund
OWNER'S STATEMENT OF PROJECT (CONTRACT) ACCEPTANCE

Water System Name: Mangum Utility Authority

DWSRF Project No.: P40 – 2002802-02

Loan No. ORF – 24-0004 - DW

Contract Number: MECE 222138
Contract Name: FY 2024 Water Meter Replacement

Contractor Name: Utility Technology Services, Inc.

This is to certify that:

1. The Engineer for the above referenced Contract (Project) has completed an “ENGINEER’S CERTIFICATION OF PROJECT (CONTRACT) COMPLETION” (Form DW-121A) and has provided it to the appropriate representatives for both the above-named Water System and ODEQ’s Drinking Water State Revolving Fund Section.
2. A representative of the Water System has attended all final inspections for the Contract and has determined that the construction and operation of all infrastructure, facilities, lines, equipment, stations, etc. and all ancillary components to be in satisfactory and acceptable condition.
3. The Water System, via the undersigned designated authorized signatory, accepts the Contract (Project) wholly and without exception.

Signature: _____

Typed/Printed Name: _____

Title: _____

Date: _____