

**MINUTES  
TOWN OF MANNFORD  
BOARD OF TRUSTEES  
SPECIAL MEETING  
JULY 17, 2018**

The Board of Trustees of the City of Mannford, Oklahoma met in a special session on Tuesday, July 17, 2018, in the City Hall Meeting Room.

**I. OPEN**

Mayor Tyler Buttram called the meeting to order and requested roll call at 6:08 p.m.

**II. ROLL CALL**

Present:

Tyler Buttram  
Raylene Kelley  
Clay Abercrombie  
Johnnie Bozarth

Absent:

Adam Gilbert  
Lucky Miller, Police Chief

Staff Present:

Sharon Crisjohn, Interim Town Administrator  
David Weatherford, Town Attorney  
Joyce Martin, City Clerk  
Rita Bougher, City Treasurer  
Dawn Ell Carson, Finance Director  
Tracy Campbell, Public Works Director  
JJ Minet, Activity Center Director  
Colleen Branson, Librarian  
Carolyn Smythe, Ambulance Director  
Bob Evans, Fire Chief

**III. PLEDGE OF ALLEGIANCE**

Mayor Tyler Buttram led the Pledge of Allegiance.

**IV. INVOCATION**

Trustee Clay Abercrombie gave the Invocation.

**V. TOWN ADMINISTRATOR'S REPORT**

Verbal report given by Interim Town Administrator Crisjohn regarding the following:

- Sales Tax was \$122,207.95 and Use Tax was \$13,299.99 for funds received in July for June collections.

**VI. CONSIDERATION OF CONSENT AGENDA**

- A. Approval of the June 14, 2018 Minutes of the Town of Mannford Board of Trustees Regular Meeting.
- B. Acknowledgement of the July 5, 2018 Minutes of the Mannford Public Library Board Regular Meeting.
- C. Acknowledgement of the June 12, 2018 Minutes of the Mannford Planning Commission Regular Meeting.
- D. Acknowledgement of the July 10, 2018 Minutes of the Mannford Planning Commission Regular Meeting.
- E. There was no meeting of the Mannford Park Board on July 5, 2018.

- F. Consideration and action approving the renewal of the lease purchase with American Heritage Bank or assigned to American Heritage Bank for the 2015 Ford Ambulance in the amount of \$121,210.00.

Motion by Abercrombie, second by Kelley to approve the Consent Agenda as presented.

Aye: Buttram, Kelley, Abercrombie, and Bozarth  
Nay: None

Motion carried.

**VII. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT AGENDA**

There were no items removed from the Consent Agenda for separate consideration.

**VIII. ORDINANCES**

- A. Motion by Abercrombie, second by Kelley to approve **Ordinance No. 2018-02** an Ordinance amending Title 10, Offenses and Crimes, Chapter 4 Offenses Against Health, Welfare and Morals, Section 10-402 Possession of Marijuana and Controlled Dangerous Substances, of the Code of Ordinances of the City of Mannford, Oklahoma, and declaring an emergency.

Aye: Buttram, Kelley, Abercrombie, and Bozarth  
Nay: None

Motion carried.

- B. Motion by Bozarth, second by Abercrombie to declare an Emergency for **Ordinance No. 2018-02**.

Aye: Buttram, Kelley, Abercrombie, and Bozarth  
Nay: None

Motion carried.

**IX. SCHEDULED BUSINESS**

- A. Discussion on parking in yards for all types of vehicles.

No action taken.

- B. Motion by Bozarth, second by Abercrombie to approve Iris Hildabrand to serve on the Mannford Public Library Board from July 2018 to June 2023.

Aye: Buttram, Kelley, Abercrombie, and Bozarth  
Nay: None

Motion carried.

- C. Discussion and possible action on replacing the Mannford Fire Department's rescue truck tabled until next month.
- D. Discussion and possible action to establish an ongoing revenue stream for Mannford Fire Department's equipment tabled until next month.

**X. EXECUTIVE SESSION**

- A. Discussion and possible action on personnel matters:
  - a. Proposed executive session as authorized by 25 Oklahoma Statutes, Section 307.B.1. for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining, or resignation, retirement, compensation, benefits, and evaluation of any individual salaried public officer or employee as designated below:

- 1.) Town Administrator / City Manager

- b. Motion by Kelley, second by Bozarth to enter into executive session at 6:43 p.m.

- Aye: Buttram, Kelley, Abercrombie, and Bozarth

- Nay: None

- Motion carried.

- c. The executive session convened at 6:43 p.m.
  - d. The public meeting re-convened in open session at 7:14 p.m.
  - e. No action taken at this time.

**XI. ADJOURNMENT**

Mayor Buttram adjourned the meeting at 7:14 p.m.

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Joyce Martin, City Clerk

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Tyler Buttram, Mayor