

**MINUTES
TOWN OF MANNFORD
BOARD OF TRUSTEES
REGULAR MEETING
JUNE 14, 2018**

The Board of Trustees of the City of Mannford, Oklahoma met in a regular session on Thursday, June 14, 2018, in the City Hall Meeting Room.

I. OPEN

Mayor Tyler Buttram called the meeting to order and requested roll call at 6:01 p.m.

II. ROLL CALL

Present:

Tyler Buttram
Raylene Kelley
Clay Abercrombie
Johnnie Bozarth

Absent:

Adam Gilbert
Rita Bougher, City Treasurer
Colleen Branson, Librarian
Bob Evans, Fire Chief

Staff Present:

Sharon Crisjohn, Interim Town Administrator
David Weatherford, Town Attorney
Joyce Martin, City Clerk
Dawn Ell Carson, Finance Director
Tracy Campbell, Public Works Director
Lucky Miller, Police Chief
JJ Minet, Activity Center Director
Carolyn Smythe, Ambulance Director

III. PLEDGE OF ALLEGIANCE

Mayor Tyler Buttram led the Pledge of Allegiance.

IV. INVOCATION

Trustee Raylene Kelley gave the Invocation.

V. TOWN ADMINISTRATOR'S REPORT

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

- Sales Tax was \$97,543.75 and Use Tax was \$14,112.65 for funds received in June for May collections.

VI. CONSIDERATION OF CONSENT AGENDA

- A. Approval of the May 15, 2018 Minutes of the Town of Mannford Board of Trustees Rescheduled Regular Meeting.
- B. Acknowledgement of the June 7, 2018 Minutes of the Mannford Public Library Regular Meeting.

- C. Acknowledgement of the Guardian EMS Billing, Inc. rate increase on ambulance charges.
- D. Approval of the retirement of Stephanie Brasier from the City of Mannford and to approve her retirement pension under the terms of the Plan from the Oklahoma Municipal Retirement Fund.
- E. Approval of Oklahoma Municipal Assurance Group (OMAG) Functional Building Replacement Cost (FBRC) for Mannford Plaza Shopping Center and Keystone Crossroads Historical Society Museum Building.

Motion by Bozarth, 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. PUBLIC HEARING

- A. Mayor Buttram declared the Public Hearing open at 6:09 p.m. for receiving written and oral comments and for holding open discussions concerning the proposed 2018-2019 Fiscal Year Budget for the Town of Mannford.

There being no comments or communications from the public, Mayor Buttram declared the Public Hearing closed at 6:09 p.m.

IX. RESOLUTIONS

- A. Motion by Kelley, second by Bozarth to approve **Resolution No. 2018-04**, as it pertains to adopting the 2018-2019 Fiscal Year Budget for the General Fund, Street and Alley Fund, Miscellaneous Funds, New Mannford Ramp, Activity Center and Mannford Plaza Center beginning July 1, 2018 and ending June 30, 2019 and providing for the investment of said funds.

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

Motion carried.

X. SCHEDULED BUSINESS

- A. Motion by Bozarth, second by Kelley to authorize all necessary budget amendments to the 2017-2018 Fiscal Year Budget to close out the Fiscal Year.

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

Motion carried.

XI. 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 Abercrombie, second by Bozarth to enter into executive session at 6:19 p.m.

- Aye: Buttram, Kelley, Abercrombie, and Bozarth

- Nay: None

- Motion carried.

- c.** The executive session convened at 6:19 p.m.

- d.** The public meeting re-convened in open session at 7:02 p.m.

- e.** No action taken at this time.

XII. NEW BUSINESS

There were no new business items to discuss.

XIII. ADJOURNMENT

Mayor Buttram adjourned the meeting at 7:03 p.m.

Joyce Martin, City Clerk

Tyler Buttram, Mayor