MINUTES FOR REGULAR MEETING

OF THE BOARD OF TRUSTEES OF THE

TOWN OF WEST SILOAM SPRINGS, OK

JANUARY 18, 2021

MINUTES

1. CALL TO ORDER 6:00 PM
2. ROLL CALL AND DETERMINATION OF QUORUM.

**SAM: HERE, RHONDA: HERE, MARTY: HERE, LINDA: HERE, ELAINE: HERE**

1. DISCUSSION AND ACTION ON APPROVING THE MINUTES OF THE DECEMBER 2020 BOARD MEETING.

**ELAINE MOTIONED TO APPROVE THE MINUTES OF THE DECEMBER 2020 BOARD MEETING AS AMMENDED.**

**LINDA SECONDED**

**SAM: YES, RHONDA: YES, MARTY: YES, LINDA: HERE, ELAINE: HERE**

1. REPORTS FROM TOWN OFFICIALS AND/OR EMPLOYEES:
2. TOWN MANAGER – OPERATIONS AND FINANCIAL REPORT

**WE PAID OFF THE 1ST POLICE CAR LEASE** $**90,000, SOLD 1 CAR FOR $11,000 WE WERE DOWN 100,000 IN THE GENERAL FUND BUT WE EXPECTED THAT, IF JUST OPERATIONS, WE ARE DOWN ABOUT $21,000 DUE TO THE 3 PAYROLLS IN DECEMBER WHICH IS ABOUT $20,000. FOR NORMAL OPERATIONS WE JUST ABOUT BROKE EVEN IN DECEMBER WHICH IS VERY GOOD. WE ARE UP $14,000 DOING EXCEPTIONALY WELL ON SALES TAX. END OF DECEMBER WE HAD $133,000 IN CASH ON HAND AFTER CAR LEASE WAS PAID. SALES TAX LAST YEAR TO THIS UP SLIGHTLY ABOUT $30,000- $40,000 COMPARED TO LAST YEAR.**

**POLICE SURPLUS REMAINING $28,823.75 AFTER PAY OFF AND $11,000 PUT IN.**

A.1 AUDITOR’S REPORT: ROBERT ST PIERRE, C.P.A. **CLEAN OPINION CASH IN BANK JUST OVER** **1 MILLION, 176,000 LIABILITY, REVENUE UP. DECREASE OF CHEROKEE NATION USAGE, ALL OTHER REVENUE IS UP, BILLING SOFTWARE FOR WATER NEEDS DEPOSITS FROM 20 OR 30 ACCOUNTS THAT NEEDS TO BE CLEANED UP ON THE BALANCE SHEET.**

**LAST YEAR COUNCIL VOTED ON MODIFIED CASH BASIS ACCOUNTING WHICH WENT GREAT FOR THIS YEARS AUDIT**

**NEED TO PUT ON THE NEXT AGENDA TO APPROVE THE AUDIT REPORT.**

1. POLICE CHIEF LARRY BARNETT **WE HAD 33 REPORTS FILED, 25 DRUG CHARGES, 2 BURGLARIES, 276 CITATIONS, 2 DUI’S, 1 ACCIDENT. CHEROKEE NATION GAVE $5,000. FOR NEW FIREARMS. WE HAVE 2 CARS FOR SALE. STACI ANDERSON WAS PROMOTED TO CAPTAIN FIREARMS WERE $409.00 EACH**
2. ZONING BOARD AND PLANNING COMMISSION **VARIANCE DENIED FOR MOBILE HOME.**
3. CODE ENFORCEMENT
4. MAYOR ELAINE CARR **65 PLUS CAN GET THE COVID VACCINATION**

**REACH OUT TO CONGRESS ABOUT KEYSTONE PIPELINE**

**PRAY FOR WEDNESDAY.**

**REMOVING PEOPLE THAT HAVE PASSED FROM THE ELECTION RECORDS, TAKE DEATH CERTIFICATE TO ELECTION BOARD**

**THANK YOU TO JONAH AND ALL WHO HELPED WITH THE TOY DRIVE AND GIVE AWAY.**

**(PIONEER CHURCH, MANNA HOUSE, WAYLON CHANDLER, LINDA DIXON AND RHONDA WISE).**

1. VICE MAYOR
2. TOWN CLERK/TREASURER
3. TOWN ATTORNEY
4. PUBLIC INPUT (LIMITED TO 3 MINUTES PER PERSON).

**WAYON REPORTED 911 ADDRESSES ARE NOT CHANGING.**

1. DISCUSSION AND POSSIBLE ACTION ON PURCHASE ORDERS FOR DECEMBER 2020

GENERAL PO #’S 34025-34093 **TOTALING $180,692.08**

EMS PO# 119 **TOTALING $20,060.00**

**FOR A GRAND TOTAL OF: $200,752.08**

**SAM MOTIONED TO APPROVE THE PURCHASE ORDERS FOR DECEMBER 2020.**

**LINDA SECONDED**

**SAM: YES, RHONDA: YES, MARTY: YES, LINDA: HERE, ELAINE: HERE**

6.a DISCUSSION AND ACTION ON EMERGENCY CLAUSE APPROVAL

**SAM MOTIONED TO APPROVE THE EMERGENCY CLAUSE**

**RHONDA SECONDED**

**SAM: YES, RHONDA: YES, MARTY: YES, LINDA: HERE, ELAINE: HERE**

1. DISCUSSION AND POSSIBLE ACTION TO SURPLUS USED FIRE ARMS SHOWN ON LIST TO BE PRESENTED AT MEETING, AND POSSIBLE ACTION TO PERMIT TOWN OFFICERS THE OPTION TO PURCHASE THEM AT AMOUNTS SHOWN ON THE LIST.

**ELAINE MOTIONED TO TABLE PENDING THE LIST**

**LINDA SECONDED**

**SAM: YES, RHONDA: YES, MARTY: YES, LINDA: HERE, ELAINE: HERE**

1. DISCUSSION AND POSSIBLE ACTION ON HIRING PART TIME JANITORIAL / OFFICE SUPPORT

RHONDA REPORTED THAT SHE TALKED WITH JOANN ROBISON, TO CLEAN AND HELP IN THE OFFICE 24 HOURS A WEEK SPLIT BETWEEN BOTH DEPARTMENTS RECOMMEND $10.00 AN HOUR. LIST OF JOB DESCRIPTIONS BEFORE SHE STARTS.

**RHONDA MOTIONED TO HIRE PART TIME JANITORIAL / OFFICE SUPPORT AT $10.00 HR FOR MAXIMUM OF 24 HOURS PER WEEK. JOANN ROBISON AUTHORIZE VICE MAYOR TO PREPARE JOB DESCRIPTION AND CHIEF TO DO BACKGROUND CHECK.**

**LINDA SECONDED**

**SAM: YES, RHONDA: YES, MARTY: YES, LINDA: HERE, ELAINE: HERE**

1. DISCUSSION AND ACTION ON APPROVAL OF ORNDINACE CONFIRMING PREVIOUS ANNEXATION UNDER ORDINANCE #’S, 0801011, 11-10-01, 11-11-01, 11-06-01 AND APPROVING RE-ANNEXING THE S.E. OF NORTHEAST SECTION 36 TOWNSIP 20 NORTH RANGE 25 EAST. PROPERTY OWNERS, KEENEY, GRANDERSON, TERRAPIN, JOHNSON, BECK, KIMBALL, ECK, BOWERMAN, HAVING LEGAL DESCRIPTION DISCREPANCIES. ALL FILLED AND RECORDED AT THE DELAWARE COUNTY COURTHOUSE.

**ORDINANCE 2021-1-1**

**ELAINE MOTIONED TO ACCEPT ITEM #9. AS WRITTEN, APPROVED AS ORDINANCE 2021-1-1**

**SAM SECONDED**

**SAM: YES, RHONDA: YES, MARTY: YES, LINDA: HERE, ELAINE: HERE**

1. DISCUSSION AND ACTION ON APPROVAL OF ORNDINACE CONFIRMING PREVIOUS ANNEXATION UNDER ORDINANCE # 09-02-03, (PRESENT DAY ACCOUNT # 210030844 & 2100086003) AND RE-ANNEXING DEE ANN JANES LOCATED NORTH OF PINE ST. JANES PROPERTY LOCATED ON THE NORTH SIDE OF PINE STREET. FAILED TO GET PREVIOUS ORDINANCE RECORDED. REQUEST FOR ANNEXATION WAS DATED JULY 25, 1994 AND RUN IN THE PAPER ON AUGUST 3, 1994 AND AUGUST 10, 1994.

**ORDINANCE 2021-1-2**

**SAM MOTIONED TO APPROVE ITEM #10 FOR 2021-1-2**

**LINDA SECONDED**

**SAM: YES, RHONDA: YES, MARTY: YES, LINDA: HERE, ELAINE: HERE**

1. DISCUSSION AND ACTION ON ACTION ON APPROVAL OF ORNDINACE CONFIRMING PREVIOUS ANNEXATION UNDER ORDINANCE #06-05-97 AND RE-ANNEXING GEORGE & MINNIE COLLINS (POSSIBLE, (FAILED TO GET PREVIOUS ORDINANCE RECORDED.) PROPERTY LOCATED ON THE NORTH SIDE OF HWY 412 AT THE INTERSECTION OF MOSELEY RD. ACCOUNT # 210030823. REQUEST FOR ANNEXATION WAS DATED FEB 24, 1997 AND WAS RAN IN THE PAPER ON APRIL 30, 1997 AND MAY 7, 1997.

**ORDINANCE 2021-1-3**

**SAM MOTIONED TO APPROVE #11 2021-1-3**

**RHONDA SECONDED**

**SAM: YES, RHONDA: YES, MARTY: YES, LINDA: HERE, ELAINE: HERE**

1. DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF RESOLUTON ESTABLISHING COVID RELATED TOWN EMPLOYEE TIME OFF FOLLOW COVID

THE POLICY OF STATE AND FED GUIDELINES FOR COVID RESOLUTION 2021-1-1

SAM MOTIONED TO

LINDA SECONDED

OSD of health WWW and 10 days you can come back Checking with OML Website to be sure if they can adopt later.

1. NEW BUSINESS.
2. ADJOURNMENT.

NOTICE WAS POSTED AT THE TOWN HALL ON JANUARY 14, 2021 AT 4:00 PM BY COLLEEN MCGUIRE

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By Colleen McGuire

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**MAYOR – ELAINE CARR VICE MAYOR – RHONDA WISE**