

**NOTICE OF MEETING AND AGENDA  
THE BOARD OF TRUSTEES FOR THE  
TOWN OF WEST SILOAM SPRINGS  
MONDAY, JUNE 20, 2022, AT 6:00 PM**

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**NAME OF PUBLIC BODY:** BOARD OF TRUSTEES FOR THE TOWN OF WEST SILOAM SPRINGS, OKLAHOMA

**DATE:** MONDAY, JUNE 20, 2022

**TIME:** 6:00 p.m.

**LOCATION:** West Siloam Springs Town Hall, Conference Room, 4880 Cedar Drive, Colcord, OK 74338

**TYPE OF MEETING:** Regular Meeting  Rescheduled Regular Meeting   
Special Meeting  Continued or Rescheduled Meeting   
Emergency Meeting

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**AGENDA**

- 1) Call to Order  
Called to order by Mayor Wise at 6:00 p.m.
- 2) Roll Call and Determination of Quorum  
Sam Byers here, Rhonda Wise here, Marty Thompson here, Linda Dixon here, Andrew Conklin here.
- 3) Statement of compliance with statutory notice requirements under 25 O.S. ss 311 (A) (9)
- 4) Discussion and possible action on any matter related to approving the minutes from the regular meeting of May 16, 2022.
  - a) Reading of the Minutes
  - b) Discussion, motion, and vote to approve the minutes  
Rhonda motioned to approve the minutes; Sam seconded. Sam yes, Rhonda yes, Marty yes, Linda yes, Andrew yes.
- 5) REPORTS FROM TOWN OFFICIALS AND/OR EMPLOYEES:
  - a) FINANCIAL: Kris Kirk CPA reporting on financial status for the month of May 2022  
Kris reported General Fund up \$21,000.00, with \$210,000.00 in checking account.

- b) **POLICE CHIEF LARRY BARNETT:** Summary report on Police Department activities. Larry reported they had taken 14 incident reports, 4 drug charges for the month; along with 293 citations written and 7 accident reports taken. He reported more traffic issues due to highway resurfacing preparation.
- c) **ZONING BOARD AND PLANNING COMMISSION WAYLON CHANDLER:** No report
- d) **CODE ENFORCEMENT: WAYLON CHANDLER** reporting on Abatement of property located at 171 Stateline Rd., in the amount of \$527.50. Waylon also reported that there was a Sheriff's sale that the Town would be getting some proceeds of, two properties, sometime after July 1, 2022.
- e) **MAYOR RHONDA WISE:** NO REPORT
- f) **VICE MAYOR LINDA DIXON:** NO REPORT
- g) **TOWN ATTORNEY:** NO REPORT

6) PUBLIC INPUT (LIMITED TO 3 MINUTES PER PERSON)

7) DISCUSSION AND POSSIBLE ACTION ON ANY MATTER RELATED TO PURCHASE ORDERS FOR MAY, 2022

GENERAL PO #'S 35088-35150,	\$ 152,502.42
EMS PO #142 for:	\$21,444.78
TRIBAL PO'S #11-12	\$750.00
SURPLUS PD PO'S #4-5	\$45,413.24
DRUG PO #28	\$862.26

FOR A GRAND TOTAL OF: \$220,972.70

8) Open public hearing being held; with CPA Kris Kirk to speak on the proposed 2022-2023 fiscal year budget, with possible public input. Proposed budget was published in the Siloam Springs Herald Newspaper at least five days before this hearing.

**Kris Kirk spoke on the budget.**

**Municipal Attorney Bryce Harp advised there was a procedural issue with the posting of this agenda item.**

**After consulting with Bryce Harp, Rhonda motioned to hold a special meeting on Thursday, June 23, 2022 at 6:00 p.m. Sam seconded this motion. Sam yes, Rhonda yes, Marty yes, Linda yes, Andrew yes.**

9) Discussion and/or action with respect to approving a resolution adopting the 2022-2023 fiscal year budget. See agenda item 8.

10) **EXECUTIVE SESSIONS.** 25 O.S. § 307(B) permits the public body to meet in Executive Session for certain specified reasons under certain specified conditions. It is the opinion of the town attorney that the Board of Trustees may adopt a motion to meet in executive session to discuss the following items:

- a) Proposed executive session pursuant to 25 O.S. § 307(B)(1), to discuss hiring municipal attorney for 2022-23 fiscal year and Bryce P. Harp's proposal for services

- b) Proposed executive session pursuant to 25 O.S. § 307(B)(1), to evaluate Police Chief Larry Barnett, with any possible merit raise to be given.
- c) Proposed executive session pursuant to 25 O.S. § 307(B)(1), to discuss renewing following annual contracts for fiscal year 2022-23:
  - 1. Kris Kirk, CPA, for accounting services
  - 2. Rex Earl Starr, for judiciary services
  - 3. Robert St. Pierre, for auditing services
- d) Proposed executive session pursuant to 25 O.S. § 307(B)(4) for the purpose of confidential communications between a public body and its attorney concerning a pending investigation claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest (civil claim).
  - i) Discussion, motion, and vote to convene or not convene in executive session
  - ii) Acknowledge the board has returned to open session
  - iii) Executive session minutes compliance statement
  - iv) Discussion, motion, and vote to affirm that no votes or action taken during executive session
  - v) Consideration, discussion, and possible action on items discussed in executive session

**Rhonda motioned to go into Executive Session on items a thru d at 6:12 p.m., Linda seconded. Sam yes, Rhonda yes, Marty yes, Linda yes, Andrew yes.**

**Board back in open session at 6:50 p.m. Municipal Attorney Bryce Harp advised no action was taken while in executive session; discussion only. Item d was to update the board on a pending civil claim.**

- 11) Discussion and possible action on matters concerning renewing Bryce P. Harp's annual contract to serve as town attorney for the fiscal year 2022-23, with proposed monthly retainer and hourly fee change  
Sam motioned to renew the contract, Andrew seconded. Sam yes, Rhonda yes, Marty yes, Linda yes, Andrew yes.
- 12) Discussion and possible action on matters concerning renewing Bryce P. Harp's annual contract to serve as town attorney for the fiscal year 2022-23, with proposed monthly retainer and hourly fee change  
Sam motioned to renew the contract, Andrew seconded. Sam yes, Rhonda yes, Marty yes, Linda yes, Andrew yes.

- 13) Discussion and possible action on matters concerning evaluation and possible merit raise for Police Chief Larry Barnett  
**Sam motioned to retain Larry, with an annual merit raise of \$1,000.00 annually; Andrew seconded. Sam yes, Rhonda yes, Marty yes, Linda yes, Andrew yes.**
- 14) Discussion and possible action on matters concerning renewing the annual contract with Kris Kirk, CPA, for accounting services for the Town for the fiscal year 2022-23  
**Sam motioned to renew the contract, Andrew seconded. Sam yes, Rhonda yes, Marty yes, Linda yes, Andrew yes.**
- 15) Discussion and possible action on any matter concerning renewing the annual contract with Robert St. Pierre, CPA, for auditing services for the Town, for the fiscal year 2022-23  
**Sam motioned to renew the contract, Andrew seconded. Sam yes, Rhonda yes, Marty yes, Linda yes, Andrew yes.**
- 16) Discussion and possible action on all matters relating to amending per diem meeting compensation for elected officials.  
Municipal Attorney and Sam spoke, advising any increase would be for future elected official terms, not current.  
**Rhonda motioned to place this item on July 18, 2022 regular meeting, Sam seconded. Sam yes, Rhonda yes, Marty yes, Linda yes, Andrew yes.**
- 17) Discussion and possible action to pay off the Police vehicle lease at Arvest bank, in the amount of approximately \$52,100.00, Loan #2377269.  
**Kris Kirk advised there were enough funds in General, Tribal and Surplus, if needed.**  
**Sam motioned to pay off, in the amount of approximately \$51,000.00, with funds to come from the General Fund, Linda seconded. Sam yes, Rhonda yes, Marty yes, Linda yes, Andrew yes.**
- 18) Discussion and action on using the Town's escrow amount of \$13,252.00, to reduce the balance of our invoice on our Worker's Compensation policy renewal.  
**Sam motioned to approve, Linda seconded. Sam yes, Rhonda yes, Marty yes, Linda yes, Andrew yes.**
- 19) Discussion and possible action on employee raises.  
**Rhonda motioned to place this item on the special meeting agenda coming up, Sam seconded. Sam yes, Rhonda yes, Marty yes, Linda yes, Andrew yes.**
- 20) Discussion and possible action to determine whether "salaried" employees accrue PTO  
**Rhonda motioned to change handbook, to show that "salaried" employees are excluded from accruing PTO time, Sam seconded. Sam yes, Rhonda yes, Marty yes, Linda yes, Andrew yes.**

21) Discussion and possible action to approve the following Medical Marijuana business license:

**BUSINESS NAME:** Affordable Medical, Inc.  
**BUSINESS ADDRESS:** 2886 Hwy 412, Suite D  
**OWNER:** Charles Smallwood

Waylon spoke, advising all paperwork has been done on this business. Rhonda motioned to approve the business license; Andrew seconded. Sam yes, Rhonda yes, Marty yes, Linda yes, Andrew yes.

22) Discussion and possible action on new matters that could not have been anticipated prior to posting of agenda, if any.

Sam spoke on paying employees the Federally recognized Juneteenth holiday, which is not yet in the handbook.

Sam motioned to place this item on the upcoming special meeting agenda, Thursday, June 23, 2022, Linda seconded. Sam yes, Rhonda yes, Marty yes, Linda yes, Andrew yes.

23) MOTION AND VOTE TO ADJOURN.

Rhonda motioned to adjourn at 7:10 p.m., Sam seconded. Sam yes, Rhonda yes, Marty yes, Linda yes, Andrew yes.

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This regular monthly meeting is being held consistent with the Open Meeting Act codified at 25 O.S. §§ 301, *et seq*, and notice of the meeting and the agenda was posted according to the mandates of 25 O.S. § 311.

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POSTED ON JUNE 16, 2022, BY 4:00 P.M. BY LAURA POTEET

Time Posted: \_\_\_\_\_

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(initial)