**MINUTES OF A REGULAR MEETING**

**OF THE MUNICIPAL AUTHORITY OF THE**

**TOWN OF WEST SILOAM SPRINGS, OK**

**September 21, 2020**

**TIME: FOLLOWING BOARD OF TRUSTEES MEETING**

PLACE: TOWN HALL

**MINUTES**

1. **CALL TO ORDER.**
2. **ROLL CALL AND DETERMINATION OF QUORUM.**

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

1. **DISCUSSION AND ACTION ON APPROVING THE MINUTES OF THE AUGUST 24, 2020 SPECIAL BOARD MEETING.**

ELAINE MOTIONED TO APPROVE THE MINUTES OF THE AUGUST 24, 2020 SPECIALBOARD MEETING

SAM SECONDED

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

1. **DISCUSSION AND ACTION ON APPROVING THE MINUTES OF THE SEPTEMBER 10, 2020 SPECIAL BOARD MEETING.**

ELAINE MOTIONED TO APPROVE THE MINUTES OF THE SEPTEMBER 10, 2020 SPECIALL MEETING

LINDA SECONDED

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

1. **REPORTS FROM TOWN OFFICIALS AND/OR EMPLOYEES:**

**FINANCIAL REPORTS:** PROFIT IN AUGUST OF 10,000 DOLLARS, INCLUDING NON-CASH DEPRESIATION, SO UP 40,000 CASH WISE FOR THE MONTH.

**DIRECTOR OF PUBLIC WORKS KEITH MORGAN:** 8” WATER LEAK 300,000 GAL. LOST BEFORE REPAIRED. GARMON CUT THE FORCE MAIN LINE TWICE, FIXED 6” LINE. EXCAVATOR ORDERED

**CHAIRMAN:** NOTHING TO REPORT AT THIS TIME

**MUNICIPAL AUTHORITY CLERK:** NOTHING TO REPORT AT THIS TIME

**MUNICIPAL AUTHORITY ATTORNEY:** SDCRWA AGREED LINE CHECK OK RWA IS RUNNING THE CAMERA, MAYBE EXPENSES TO COME OUT. CHECKING FOR PROBLEMS AND POSSIBLE OVERBILLING BEFORE BOND RUNS OUT, ON THREE YEAR CONSTRUCTION BOND. KEITH WOULD LIKE TO BE INVOLVED WITH TAP

1. **PUBLIC INPUT (LIMITED TO 3 MINUTES PER PERSON).**

RAYMOND WALTERS, QUESTION TO COMMITTEE. NIGHT CLUB, IF BUYER IS APPROVED FOR ALCOHOL LICENSE, JOT SAID TO GET WITH CODE ENFORCEMENT AND THEN WE CAN BRING TO BOARD FOR DISCUSSION ON NEXT AGENDA IF NEEDED.

1. **DISCUSSION AND POSSIBLE ACTION ON APPROVING THE REVISION OF THE TOWN OF WEST SILOAM SPRINGS PERSONNEL HANDBOOK**

SAM MOTIONED TO TABLE TILL NEXT MEETING TO GET DRUG POLICY IN

RHONDA SECONDED

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

1. **DISCUSSION AND POSSIBLE ACTION ON WHO IS AUTHORIZED TO ADD AGENDA ITEMS**

SAM MOTIONED TO ADOPT THE RESOLUTION POLICY NUMBER 2020-9-2

RHONDA SECONDED

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

1. **DISCUSSION AND REVIEW ON AUTHORITY ATTORNEY’S TRAVEL PAY**

SAM MOTIONED TO REVIEW THE JAN-SEPT 2020 JOT WILL REIMBURSE IF NEEDED

RHONDA SECONDED

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

1. **DISCUSSION AND POSSIBLE ACTION OF TABLED ITEM FROM SPECIAL MEETING SEPTEMBER 10, 2020, COST OF LIVING RAISES AND MERIT RAISES NOT TIED TO THE YEARLY EVALUATIONS**

MARTY MOTION TO ACCEPT THE 3% COST OF LIVING RAISES FOR THE WATER DEPARTMENT EMPLOYEE’S ADDITIONAL BONUSES AT KEITH’S DISCRESSION

LINDA SECONDED

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

1. **DISCUSSION AND POSSIBLE ACTION ON APPLICATION FOR ENGINEERING WATER LINE EXTENTION:** JOT RECOMMENDED THE RETENTION OF CASE LEBLANC FOR $9,500 FLAT FEE PER HIS LETTER SEPT 17TH, 2020

SAM MOTIONED TO ACCEPT THE WATER LINE EXTENTION FOR THE FLAT RATE OF $9,500.

LINDA SECONDED

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

1. **DISCUSSION AND POSSIBLE ACTION ON APPROPRIATING FUNDS FROM CARES ACT, COVID RELIEF FUND**

ELAINE MOTIONS TO TAKE NO ACTION

MARTY SECONDED

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

1. **DISCUSSION AND ACTION ON FALL CLEAN UP**

SAM MOTIONED TO APPROVE FALL CLEAN UP ON OCT. 24TH AND 25TH AT KEITH’S APPROVAL BY END OF WEEK FROM 8-5

RHONDA SECONDED

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

1. **DISCUSSION AND ACTION ON REVISION OF THE ACCEPTANCE OF LESLIE COLANTUONO’S RESIGNATION LETTER**

JOT RECOMMENDS THAT THE BOARD MOTION TO AMEND THE PREVIOUS MINUTES TO SHOW SAM’S VOTE SAME AS BOARD MEETING AMENDMENT

SAM MAKES THAT MOTION.

RHONDA SECONDED

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

1. **DISCUSSION AND ACTION ON APPROVING THE PURCHASE ORDERS FOR AUGUST**

**WATER TOTAL = PO# 11683-11728 $102,624.80**

**STREETS TOTAL= PO# 1555-1572 $2,251.53**

**METER TOTAL= PO# 636-639 $224.00**

SAM MOTIONS WE APPROVE

RHONDA SECONDED

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

14 A. **DISCUSSION AND VOTE FOR ACTION ON EMERGENCY CLAUSE APPROVAL**

SAM MOTIONS WE APPROVE THE EMERGENCY CLAUSE

RHONDA SECONDED

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

1. **NEW BUSINESS.**
2. **ADJOURNMENT.**

ELAINE MOTIONED TO ADJOURN

SAM SECONDED

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

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