MEETING MINUTES FOR A REGULAR MEETING

OF THE **MUNICIPAL AUTHORITY** OF THE

TOWN OF WEST SILOAM SPRINGS, OK

NOVEMBER 16, 2020

TIME: Immediately Following the Board of Trustees meeting

PLACE: TOWN HALL

1. CALL TO ORDER.

7:20

1. ROLL CALL AND DETERMINATION OF QUORUM.

Rhonda Here, Marty Here, Linda Here, Elaine Here. Sam is absent

1. DISCUSSION AND POSSIBLE VOTE ON APPROVING THE MINUTES OF THE OCTOBER 19, 2020 MEETING OF THE MUNICIPAL AUTHORITY.

Elaine Motions to accept the minutes for October 19, 2020.

Linda Seconds

Rhonda yes, Marty yes, Linda yes, Elaine yes

1. REPORTS FROM MUNICIPAL OFFICIALS AND/OR EMPLOYEES:
   1. **FINANCIAL REPORTS** profit of about $10,000, includes a non-cash depreciation of about $50,000 about 60,000 in operations. Loss, due to us paying two water bills in one month, ahead overall $61,000.
   2. **WATER SUPERINTENDANT** Thank you to Marty, Waylon, Raymond and Orville for helping with Cleanup day. Bidding for park and Beaver springs road will probably be concreted over. Meeting tomorrow for bid. Christmas lighting of park first of December. Water tower Star due in the next few weeks. 12-inch water break between plant and tower, all went well, with switchover to Siloam Springs water, no one had any drop in water. Grants for Mapping GPS on all valves and lines about to start. Water extension is in the drafting stage.

Don from SDC Reported They received an EPA Award in the Top 5 for Excellence in Cooperation and partnership at SDCWD

* 1. **CHAIRMAN** We lost two of our Residence this Month, Rhonda Tillery and Kirkendall.
  2. **VICE CHAIRMAN**
  3. **MUNICIPAL AUTHORITY CLERK** working with Keith on Water/ Easement issues.
  4. **MUNICIPAL AUTHORITY ATTORNEY**
  5. **OTHER BOARD MEMBERS** Clean up went well per Marty, we may want to do this again every spring and fall.

1. PUBLIC INPUT (LIMITED TO 3 MINUTES PER PERSON).
2. DISCUSSION AND POSSIBLE VOTE ON APPROVING THE TOWN OF WEST SILOAM SPRINGS MUNICIPAL AUTHORITY FINANCIAL REPORTS FOR OCTOBER 2020.

Elaine Motioned to approve the finances for October 2020

Linda Seconded

Rhonda yes, Marty yes, Linda yes, Elaine yes

1. DISCUSSION AND ACTION ON BUYING THANKSGIVING TURKEYS OR GIVING EQUAL MONETARY VALUE TO EMPLOYEES, AND SUPERVISORS.

Marty Motioned to adopt the $50 dollars net from Board meeting

Elaine Seconded

Rhonda yes, Marty yes, Linda yes, Elaine yes

1. DISCUSSION AND ACTION ON BUYING CHIRSTMAS HAMS OR GIVING EQUAL MONETARY VALUE TO EMPLOYEES AND SUPERVISORS.

Elaine Motioned to take no action

Marty Seconded

Rhonda yes, Marty yes, Linda yes, Elaine yes

1. DISCUSSION AND ACTION ON GIVING CHRISTMAS BONUSES AND AMOUNT, TO EMPLOYEES AND SUPERVISORS

Rhonda Motioned to approve giving a Holiday approved payment of $200. For each employee and supervisor on a Net Separate check

Linda Seconded

Rhonda yes, Marty yes, Linda yes, Elaine yes

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

Elaine Motioned to table

Rhonda Seconded

Rhonda yes, Marty yes, Linda yes, Elaine yes

1. DISCUSSION AND POSSIBLE ACTION ON OCTOBER 2020 PURCHASE ORDERS

WATER PO#’s **11743** through **11802** for a total of **$107,235.55**

STREETS PO#’s **1562** through **1566** for a total of **$2,900.97**

METER PO#’s **647** through **671** for a total of **$899.18**

**FOR A COMBINED TOTAL OF $111,035.70**

Elaine Motioned to approve the Purchase orders for a total of $111,035.70

Rhonda Seconded

Rhonda yes, Marty yes, Linda yes, Elaine yes

**11a**. DISCUSSION AND VOTE FOR ACTION ON EMERGENCY CLAUSE APPROVAL

Elaine Motioned to approve the Emergency Clause for the purchase orders

Rhonda Seconded

Rhonda yes, Marty yes, Linda yes, Elaine yes

1. DISCUSSION AND POSSIBLE ACTION ON APPROVING TRAVEL / CREDIT CARD POLICY.

Elaine Motioned to table

Rhonda Seconded

Rhonda yes, Marty yes, Linda yes, Elaine yes

1. DISCUSSION AND POSSIBLE ACTION FOR APPROVAL OF INCLUSION OF COST OF LIVING RAISES AND MERIT RAISES NOT TIES TO THE YEARLY EVALUATIONS IN TOWN PERSONNEL POLICIES HANDBOOK.

Elaine Motioned to Table

Rhonda Seconded

Rhonda yes, Marty yes, Linda yes, Elaine yes

1. DISCUSSION AND POSSIBLE ACTION ON EMPLOYEES INSURANCE TO BE DECIDED FOR NEXT YEAR’S OPTION PERIOD.

Elaine Motioned to take no action till May

Rhonda Seconded

Rhonda yes, Marty yes, Linda yes, Elaine yes

1. NEW BUSINESS
2. ADJOURNMENT

Elaine Motioned to Adjourn

Rhonda Seconded

Rhonda yes, Marty yes, Linda yes, Elaine yes