

NOTICE OF MEETING AND AGENDA
THE BOARD OF TRUSTEES FOR THE
WEST SILOAM SPRINGS MUNICIPAL AUTHORITY
MONDAY, APRIL 18, 2022, FOLLOWING THE TOWN BOARD OF TRUSTEES
MEETING THAT BEGINS AT 6:00 PM

NAME OF PUBLIC BODY: **WEST SILOAM SPRINGS MUNICIPAL AUTHORITY, BOARD OF TRUSTEES**

DATE: **April 18, 2022**

TIME: **Immediately following the Town Board of Trustees Meeting that begins at 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 ()

AGENDA

1. Call to order
Called to order by Mayor Wise at 6:16 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. Discussion and possible action on any matter related to approving the minutes from the regular meeting on March 21, 2022
 - a. Reading of the Minutes
 - b. Discussion, motion, and vote to approve the minutes
Sam Byers motioned to approve, Linda Dixon seconded. Sam Byers yes, Rhonda Wise yes, Marty Thompson yes, Linda Dixon yes, Andrew Conklin yes.
4. REPORTS FROM MUNICIPAL AUTHORITY OFFICIALS AND/OR EMPLOYEES:
 - a. **FINANCIAL REPORTS:** Kris Kirk CPA reporting on financial status for month of March, 2022 period

Kris Kirk reported that the Municipal Authority is ahead \$14,000.00 at the end of March, 2022, and currently has a balance of \$438,000.00 in it's checking account.

- b. **DIRECTOR OF PUBLIC WORKS:** Report on Municipal Authority issues or projects

Gary Fain reported they made \$1,090.00 from scrap metal that was taken off, 2 new meters were installed in Meadowlark Addition. Also, tractor/mower repairs were made. Sam Byers thanked Gary for taking care of the issues at the Church down the street.

- c. **CHAIRMAN:** NO REPORT
- d. **VICE CHAIRMAN:** NO REPORT
- e. **MUNICIPAL AUTHORITY ATTORNEY:** NO REPORT

5. PUBLIC INPUT (LIMITED TO 3 MINUTES PER PERSON)

None.

6. DISCUSSION, AND POSSIBLE ACTION ON ANY MATTER RELATED TO PURCHASE ORDERS FOR MARCH, 2022

WATER PO #'S 12378- 12405 for a total of:	\$64,713.68
STREET PO #'S 1666-1680 for a total of:	\$14,275.84
METER PO #'S NA for a total of:	\$0
FOR A GRAND TOTAL OF:	\$78,989.52

Sam Byers motioned to approve the above purchase orders, Linda Dixon seconded. Sam Byers yes, Rhonda Wise yes, Marty Thompson yes, Linda Dixon yes, Andrew Conklin yes.

7. Discussion and possible action to review and approval of CDBG Contract Closeout Certifications including:

- i. CDBG Contract Closeout Certifications Discussion
- ii. Resolution Approving Local Planning Activities Committee 5-year Recommendation
- iii. Capital Needs 5-year Summary
- iv. GeoCIP Checklist & Beneficiary Report
- v. Final Payment approval to Grand Gateway (reimbursement of final payment)
- vi. And any other Close-out Documents Required for 17761 CDBG-CIP 19 Capital Improvement Plan Project

Advised by Municipal attorney that this is a duplicate item; not a Municipal Authority item, but taken care of on Town's regular meeting agenda.

8. Discussion and possible action on approving the submission of the Bureau of Reclamation of WaterSmart grant application.

Cason LeBlanc, a water & sanitation engineer, spoke: He advised this grant would be a good fit for our needs; that it is a 50/50 grant, up to \$100,000.00. That the most we would have to pay for the new system would be \$104,290.00. Cason stated his fee will be a contingency fee only; we would only pay him if we get the grant for the new SmartWater Digital Meter system. He advised he would draw up a proposal on his fees and submit it to the Municipal Attorney and Mayor for review before the next meeting. Shawn Kloepfer, with WinWater Company, also spoke on the new digital water meter system. He advised that this system will help us track our water loss with each customer account. That this will be very important in the future if we ever need to ration our water usage. Terry Wood also spoke stating that this system would also take care of possible human error in transposing numbers, as the information goes from the system directly to the software/computer. Terry and Cason both believe that the Municipal Authority needs to have a water loss audit done, as the most recent report showed a loss of 2%, which is believed to be incorrect. Sam Byers motioned to approve the submission of the grant application by Cason LeBlanc, Linda Dixon seconded. Sam Byers yes, Rhonda Wise yes, Marty Thompson yes, Linda Dixon yes, Andrew Conklin yes.

9. Discussion and possible action on how to spend ARPA funds

Kris Kirk advised with the exception of using a retirement fund, the ARPA funds could be used for whatever the needs are. Rhonda mentioned possibly using these funds for possible water lines or paving of roads. Municipal Attorney advised that the Municipal Authority could grant the approximately \$75,000.00 of ARPA funds to the Streets account, as it was just voted to transfer to the Water Subsidy account. Marty advised there had been complaints about Red Bud, White Oak and Maple roads. Kris Kirk advised there is currently about \$250,000.00 in the Streets account, and that we could start with that for road improvement projects. Municipal Attorney advised the Authority could grant the \$75,000.00 of 1st ARPA payment to Streets' account. The Board agreed Red Bud should be first on projects' list, with White Oak second, and Maple third on 3rd on list of priorities. Sam Byers motioned to use ARPA funds, up to \$75,000.00, for road improvements, Rhonda Wise seconded. Sam Byers yes, Rhonda Wise yes, Marty Thompson yes, Linda Dixon yes, Andrew Conklin yes.

10. Discussion and possible action on matters concerning employee Ethan Reynolds attending Northeast Tech, in Kansas, Oklahoma, for a 5-week course, in order to obtain his CDL license, and costs involved for same

Public Works Director Gary Fain spoke of concerns over the busiest time of year coming up, and that he would be down to one full-time employee, plus a part-time person, leaving him short. Also, himself and another employee both have CDLs, along with Police Chief Larry Barnett, if needed.

Sam Byers motioned to take no action, Marty Thompson seconded. Sam Byers yes, Rhonda Wise yes, Marty Thompson yes, Linda Dixon yes, Andrew Conklin yes.

11. Discussion and possible action on salvaging the 1999 Chevrolet pickup, VIN #1GCEC14WXXE214573, to Frailey's Recycling

Marty Thompson motioned to salvage the above vehicle, ending in VIN #214573, Linda Dixon seconded. Sam Byers yes, Rhonda Wise yes, Marty Thompson yes, Lina Dixon yes, Andrew Conklin yes.

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

None.

13. MOTION AND VOTE TO ADJOURN.

Sam Byers motioned to adjourn at 7:16 p.m., Marty Thompson seconded. Sam Byers yes, Rhonda Wise yes, Marty Thompson yes, Linda Dixon yes, Andrew Conklin yes.

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.

POSTED ON APRIL 14, 2022 BY 4:00 P.M. BY LAURA POTEET

Time Posted: _____

(initial)