

Special Meeting Minutes
OF THE BOARD OF TRUSTEES OF THE
TOWN OF WEST SILAOM SPRINGS, OK
JULY 1, 2020

TIME: 6:00 PM

PLACE: TOWN HALL

**Audioconference Meeting for Open/Special Meeting
no Confidential/Executive Session scheduled.**

No one is presently intending to be onsite during the meeting.

**All Town Trustees and Staff will attend via teleconference unless choosing after the posting
of this Agenda to attend on site in person.**

Members of the Public may join the meeting via telephone conference call:

Dial in phone number: **888-256-8791**
Conference #: **110#**
PIN#: **1234**

Instructions on how to connect via conference call:

Dial the phone number: **888-256-8791**. When asked for conference number type
in the conference number: **110#**. You will then be asked for the PIN # - type in **1234**.

- You will be told that you are currently muted. To unmute, press 1 on your
phone keypad. To re-mute, press 1 again.

Minutes

1. CALL TO ORDER 6:02 PM

- 2. ROLL CALL AND DETERMINATION OF QUORUM** All Board members present, Carolyn Butts Absent
Jot Hartley Phoned in.

3. DISCUSSION AND ACTION ON APPROVING WEST SILOAM SPRINGS HAVING AUTHORITY OF JURISTITION IN THE MATTER OF COMMERCIAL BUILDING PERMITS AND INSPECTIONS OVERSITE OF PLAN PREVIEW PROCESS.

Waylon Presented packet from the State of Oklahoma office of the state fire marshal to the board.

Jot will make a resolution to put with the signed paperwork

Building inspections, permits, we have been doing. State should have been doing the inspections and permits. In order for us to be able to do this legally, we need to check the box on the Authority Having Jurisdiction form: Building plan reviews & Associated Construction Inspections.

Fire marshal, Inspections needs to be done by state, Bob would be overlooking the Fire portion.

3 times a year there is a class, only have to go to 1 of the classes provided.

Elaine Motioned to approve resolution giving Authority of Jurisdiction in the mater of commercial buildings, permits and inspections oversite of plan preview process, so Waylon can have more ease on his job about being in compliance with the state. Sam would like to have clarification on what size building and are we going to set that limitation to? I know that we have to have that on a different night but would like to have that outlined. Waylon plans on coming to the board with changes on building code ordinances. Marty Seconds All Agreed, unanimous approval. Jot said he would do the resolution on Friday, emailing it to Elaine so all can sign on Monday.

4. DISCUSSION AND POSSIBLE ACTION ON CAROLYN BUTTS POSITION AS TREASURER AND ALL BANKING ACCOUNTS. Sam placed on here because we must have the bank accounts opened

Jot said that Carolyn has submitted a letter of resignation.

Jot said he will send us a copy of the letter to be able to take to the bank.

Sam motions to have Carolyn removed from all the bank accounts, Linda Seconded, all unanimous approved.

5. **ADJOURNMENT.** Elaine Motioned to Adjourn, Sam seconded All unanimously approved 6:40 PM.

RESOLUTION NO. 20-7-01

**A RESOLUTION APPROVING ASSUMPTION OF AUTHORITY AND
JURISDICTION OVER COMMERCIAL BUILDING PERMITS
AND OVERSITE FOR PROPERTY LOCATED WITHIN THE
TOWN OF WEST SILOAM SPRINGS, OKLAHOMA.**

WHEREAS, issues having arising concening authority and jurisdiction for the issuance of building permits for commercial buildings and oversite, and it has been recommended by the Town Code Inspector for approval to the Board of Trustees that the Town assume the authority and jurisdiction for the issuance of building permits for commercial buildings, and inspection/oversite of such commercial buildings during and after construction, for real property located within the municipal limits of the Town; and

WHEREAS, the Mayor and Board of Trustees of the Town of West Siloam Springs, Oklahoma, have found and determined that the recommendation of the Town Code Inspector for approval to the Board of Trustees that the Town assume the authority and jurisdiction for the issuance of building permits for commercial buildings, and inspection/oversite of such commercial buildings during and after construction, for real property located within the municipal limits of the Town, is desirable and in the best interest of the Town Of West Siloam Springs and its citizens.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Board of Trustees of the Town of West Siloam Springs, Oklahoma that the Town assume the authority and jurisdiction for the issuance of building permits for commercial buildings, and inspection/oversite of such commercial buildings during and after construction, for real property located within the municipal limits of the Town of West Siloam Springs, Oklahoma.

PASSED AND APPROVED BY THE BOARD OF TRUSTEES OF THE TOWN OF WEST SILOAM SPRINGS, OKLAHOMA, IN REGULAR SESSION ON THIS 1st DAY OF July, 2020.

TOWN OF WEST SILOAM SPRINGS, OKLAHOMA

By: _____
Elaine Carr, Mayor

ATTEST:

Assistant Town Clerk



STATE OF OKLAHOMA
OFFICE OF THE STATE FIRE MARSHAL

June 24, 2020

City/Town of West Siloam Springs
% Bob Coleman, Fire Chief
18404 E. 576 Road
Colcord, OK 74338

RE: Authority Having Jurisdiction

Dear City/Town/County Official,

The City/Town of West Siloam Springs provides services within their jurisdiction, which include but are not limited to, plan reviews and life safety inspections. Pursuant to 74 O.S. §§ 317 and 324.11, please confirm by checking each service listed below the City/Town of West Siloam Springs will continue to perform as the Authority Having Jurisdiction (AHJ):

- Annual Life Safety Inspections
- Building Plan Reviews & Associated Construction Inspections
- Fire Alarm Plan Reviews & Associated Construction Inspections
- Fire Sprinkler Plan Reviews & Associated Construction Inspections
- Fire Suppression / Hood Suppression Plan Reviews & Associated Construction Inspections
- Our City / Town / County declines to serve as AHJ and refers all jurisdiction to the Oklahoma State Fire Marshals Office

Please have each official listed below sign if the City/Town of West Siloam Springs will continue to provide these services as the AHJ. There is a pre-paid envelope provided to return at your convenience. **By signing this document you are attesting that you will comply with all current state-adopted codes and standards along with any requirements from the Americans with Disabilities Act of 1990 for City/Town of West Siloam Springs in its entirety.**

Waylon Chandler 7-1-20
City/Town/County Code Official or Designee Date

Bob Coleman 7-1-20
City/Town/County Fire Chief or Designee Date

Clay Cook 7-1-20
City Manager/ Mayor/ Commissioner
Chairman Date

74 O.S. §324.8. Uniform force and effect - Authority of cities, towns and counties.
The rules promulgated pursuant to Section 324.1 et seq. of this title shall have uniform force and effect throughout the state and no municipality or subdivision shall enact or enforce any ordinances, rules for construction of or major alterations to buildings with standards less stringent than the building code, as last adopted by the Oklahoma Uniform Building Code Commission. Provided, nothing in this act shall prevent or take away from any city, town or county, the authority to enact and enforce rules containing higher standards and requirements than those provided herein nor prevent or take away from any city, town or county the authority to amend such adopted codes to make changes necessary to accommodate local conditions. And provided further, that nothing in this act shall in any way impair the power of any municipality, county or subdivision to regulate the use of land by zoning, building codes or restricted fire district regulations.

