MINUTES OF A REGULAR MEETING

FOR THE MUNICIPAL AUTHORITY OF THE

TOWN OF WEST SILOAM SPRINGS, OK

DECEMBER 21, 2020

**TIME: AFTER BOARD MEETING**

**MEETING SITE: WEST SILOAM TOWN HALL**

NOTICE/AGENDA WAS POSTED AT THE TOWN HALL ON THURSDAY DECEMBER 17, 2020

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1. CALL TO ORDER.7:30 PM
2. ROLL CALL AND DETERMINATION OF QUORUM.

**SAM: HERE, RHONDA: HERE, MARTY: ABSENT, LINDA: HERE, ELAINE: HERE**

1. DISCUSSION AND ACTION ON APPROVING THE MINUTES OF THE NOVEMBER 2020 MUNICIPAL AUTHORITY MEETING.

**ELAINE MOTIONS TO APPROVE THE MINUTES OF THE NOVEMBER 2020 MUNICIPAL AUTHORITY MEETING.**

**RHONDA SECONDED**

**SAM: YES, RHONDA: YES, LINDA: YES, ELAINE: YES**

1. DISCUSSION AND POSSIBLE VOTE TO APPROVE THE TOWN OF WEST SILOAM SPRINGS MUNICIPAL AUTHORITY FINANCIAL REPORTS FOR NOVEMBER 2020.

**ELAINE MOTIONS TO APPROVE THE TOWN FINANCIALS FOR NOVEMBER 2020.**

**SAM: YES, RHONDA: YES, LINDA: YES, ELAINE: YES**

1. REPORTS FROM TOWN OFFICIALS AND/OR EMPLOYEES:

A. FINANCIAL REPORTS.

B. DIRECTOR OF PUBLIC WORKS KEITH MORGAN. **BUSY SNOW SAND TRUCK, CONCRETE COMING TO FINISH BRIDGE, LEAK FRIDAY-SAT ON FOXCROFT, AWAITING DEQ APPROVAL 412 LINE EXTENTION AND SEWER, THANK YOU LINDA FOR HELPING, GOT THE STAR UP ON WATER TOWER.**

**DON WANTS FINANCIALS ON WATER DEPT. MOVE TO NEW BUSINESS**

C. CHAIRMAN. **12-4 JONAH GIVING TOYS AWAY LINDA AND RHONDA COMING TO HELP**

D. VICE CHAIRMAN.

E. MUNICIPAL AUTHORITY CLERK.

F. MUNICIPAL AUTHORITY ATTORNEY.

1. PUBLIC INPUT (LIMITED TO 3 MINUTES PER PERSON).
2. DISCUSSION AND POSSIBLE ACTION ON WHICH ACCOUNT CODE ENFORCEMENT IS PAID.

**ELAINE MOTIONED TO TABLE TILL WE CAN TALK TO KRIS**

**SAM SECONDED**

**SAM: YES, RHONDA: YES, LINDA: YES, ELAINE: YES**

1. DISCUSSION AND POSSIBLE ACTION ON COVID RELATED TIME OFF POLICY

**SAM MOTIONS WE ADOPT STATE GUIDELINES SAME AS OTHER MEETING**

**LINDA SECONDED**

**SAM: YES, RHONDA: YES, LINDA: YES, ELAINE: YES**

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

**SAM MOTIONED TO APPROVE THE TRAVEL AND CREDIT CARD POLICY WITH THE CHANGES THAT JOT WILL MAKE AS SUGGESTION UNDER RESOLUTION 2020-12-1**

**LINDA SECONDED**

**SAM: YES, RHONDA: YES, LINDA: YES, ELAINE: YES**

1. DISCUSSION AND POSSIBLE ACTION TO CONFIRM REVISED PERSONNEL HANDBOOK

**SAM MOTIONED TO ADOPT THE 2020-12-2 RESOLUTION FROM PREVIOUS MEETING 12-21-2020 AT 7:40 PM**

**RHONDA SECONDED**

**SAM: YES, RHONDA: YES, LINDA: YES, ELAINE: YES**

14. NEW BUSINESS.

**SAM MOTIONED TO ALLOW SDCRWA TO HAVE MONTHLY FINANCIAL REPORTS SUBJECT TO CONFIDENTIALITY AND PRIVILEGED EXCEPTIONS, EXEMPTIONS, UNDER THE OKLAHOMA OPEN RECORDS ACT**

**LINDA SECONDED**

**SAM: YES, RHONDA: YES, LINDA: YES, ELAINE: YES**

15. ADJOURNMENT.

**ELAINE MOTIONED TO ADJOURN**

**RHONDA SECONDED**

**SAM: YES, RHONDA: YES, LINDA: YES, ELAINE: YES**

**Motion to reopen the town board meeting for the purpose of considering emergency items and new business items that just came to light before we all exited the building**

**Sam motions to reopen the meeting to revisit the PO’s that were left off of the board meeting for possible emergency purchases**

**Linda Seconds**

**SAM: HERE, RHONDA: HERE, MARTY: ABSENT, LINDA: HERE, ELAINE: HERE**

**New business and emergency item**

**Motion to approve Purchase orders for the town**

**General #’s 33971-34029 $140,104.38**

**EMS #’s 117-118 $20,060.60**

**Sam motions to approve the Purchase orders filled in, for the town.**

**Linda seconded**

**SAM: YES, RHONDA: YES, LINDA: YES, ELAINE: YES**

**Sam motions to approve the emergency clause for Purchase orders**

**Rhonda seconded**

**SAM: YES, RHONDA: YES, LINDA: YES, ELAINE: YES**

**Motion to Adjourn**

**Sam Motions to Adjourn**

**SAM: YES, RHONDA: YES, LINDA: YES, ELAINE: YES**

**Sam motions to reopen the meeting for the Municipal Authority Purchase orders as new business and an emergency item that just came up tonight.**

**Rhonda seconded**

**SAM: YES, RHONDA: YES, LINDA: YES, ELAINE: YES**

**Sam motions to approve the purchase orders for the Municipal Authority**

**Water #’s 11803 – 11838 for a total of $ 38,438.82**

**Streets #’s 1568-1571 for a total of $4,160.90**

**Meter #’s 674-679 for a total of $25,262.64**

**Elaine Seconded**

**SAM: YES, RHONDA: YES, LINDA: YES, ELAINE: YES**

**Sam motions to approve the emergency clause for purchase orders for the Municipal Authority.**

**Linda Seconded**

**SAM: YES, RHONDA: YES, LINDA: YES, ELAINE: YES**

**Sam motions to adjourn.**

**Linda seconded**

**SAM: YES, RHONDA: YES, LINDA: YES, ELAINE: YES**

**Keith Morgan and Justin Kleckner were here as witnesses.**