MEETING MINUTES

BOARD OF TRUSTEES OF THE

TOWN OF WEST SILOAM SPRINGS, OK

JULY 20, 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**](https://us04web.zoom.us/j/716234516?pwd=WFhMd1pBMm9GRU5YSVI2emFvaTMvZz09) **via telephone conference call:**

Dial in phone number: **888-256-8791**

Conference #: **110#**

PIN#: **1234**

**Instructions on how to connect via conference call:**

[Dial](https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting) 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.*

NOTICE WAS POSTED AT THE TOWN HALL ON JULY 17, 2020 AT 4 PM BY COLLEEN MCGUIRE

1. CALL TO ORDER 6:00 PM
2. PLEASE STAND FOR THE PLEDGE OF ALLEGIANCE
3. ROLL CALL AND DETERMINATION OF QUORUM Sam Here, Rhonda Here, Marty Here, Linda Here, Elaine Here.
4. DISCUSSION AND ACTION ON APPROVING THE MINUTES FROM JUNE 15TH 2020 BOARD MEETING

Elaine Motioned to accept the minutes from June 15th 2020 Board Meeting, Rhonda seconded

Sam yes, Rhonda yes, Marty yes, Linda yes, Elaine yes

1. REPORTS FROM TOWNN OFFICIALS AND / OR EMPLOYEES
2. **FINANCIAL REPORTS** **E. MAYOR**

Doing Good, 64000 in sales tax Drainage for the town, Weight limit on the Bridge? Keith said better than before, Drainage addressed by Waylon

General fund paid back water department 4-10 Mini Golf fundraiser for SS and WSS officers

For in full for loan Aug 4-9

Masks for SS mandatory. PD’s not enforcing reported by Mark from Herold Leader

**B**. **POLICE CHIEF** **F. VICE MAYOR**

18 reports filed T-set grant and Subsidy account open now at

324 citations bank

10 drug charges, 1 drug seizure 3000, 4 lbs. marijuana

1 kidnapping

1 stolen vehicle

1. wanted for murder captured girls being held against their will released

**C. ZONING BOARD** **G. TOWN CLERK/ TREASURER**

2 seats need filled on the Zoning board

Approved 2 sign permits and 1 occupation license

1. **CODE ENFORCEMENT H. TOWN ATTORNEY**

Waylon approved to go to Rollin for training

PUBLIC INPUT

1. Siloam springs is not calling police unless there is a disturbance, they will not be enforcing the mask laws, this is a business to business
2. Kaiden Steinard Building permits from Hurricane Building – Board of Adjustments Code applies, Waylon stated that we need a building engineer set of plans for what things the building will need.

OLD BUSINESS:

FROM THE SPECIAL MEETING HELD ON JULY 1, 2020

## DISCUSSION AND POSSIBLE ACTION ON ACCEPTING CAROLYN BUTTS RESIGNATION FROM THE BOARD OF TRUSTEES AS **Town Clerk / Treasurer**

Sam motions that we accept Carolyn Butts Resignation form the Board as Town Clerk / Treasurer

Marty and Linda Seconds

Sam yes, Rhonda yes, Marty yes, Linda yes, Elaine yes

## DISCUSSION AND POSSIBLE ACTION ON ODOT’S PLACING 6 POLES NEAR OR ON 412

Table this in order to have ODOT here Marty will get his own Legal Representation. Distance and spacing.

Sam motions to table till we have contact with ODOT to get a representative here to have a meeting with them. Linda Seconds

Sam yes, Rhonda yes, Marty abstains from voting, Linda yes, Elaine yes

NEW BUSINESS:

9. DISCUSSION AND POSSIBLE ACTION ON DECIDING **WHEN TRUSTEES’ CHECKS ARE TO BE DISTRIBUTED AND IF SPECIAL MEETING CHECKS ARE TO BE WRITTEN SEPARATELY OR ADDED TO THE REGULAR MEETING CHECKS.**

**One check after regular meeting or at the end of the month.**

**Rhonda motions that we do the trustees checks distribute at the end of the month after our monthly meeting, and then our special meeting checks, distributed after the special meeting at the end of the month. Linda seconds that.**

Sam yes, Rhonda yes, Marty yes, Linda yes, Elaine yes

**10. DISCUSSION AND POSSIBLE ACTION ON BUSINESS LICENSE FOR JASLEEN ENTERPRISES, AN E- CIGARETTE AND VAPE STORE, LOCATED AT 3425 US HWY 412.**

**Can two Marijuana stores be in the same parking lot. Marty said it would be a joint parking lot.**

Motion to approve the business license for Jasleen enterprises and e-cigarette and vape store, located at 3425 US HWY 412. Sam and Linda Seconds

Sam yes, Rhonda yes, Marty yes, Linda yes, Elaine yes

1. DISCUSSION AND POSSIBLE ACTION **ON DIRECT DEPOSIT PER ELAINE**.

Sam motions to approve having direct deposit for our employees and that checks would go in Wednesday but the checks would go into

Sam Motions that we approve have Direct Deposit for our employee’s, if they want it but that we must have the information into us by the 2nd, We will incur the charge for the Auto deposit. They will not have their pay checks till Friday. Marty seconded.

Sam yes, Rhonda yes, Marty yes, Linda yes, Elaine yes

1. DISCUSSION AND POSSIBLE ACTION **ON** **FINANCIAL REPORT FOR JUNE.**

We are doing wonderful.

Elaine motions that we accept the financials for June 2020 Linda Seconded

Sam yes, Rhonda yes, Marty yes, Linda yes, Elaine yes

1. DISCUSSION AND POSSIBLE ACTION **ON PURCHASE ORDERS FOR JUNE**.

Sam motions that we approve purchase orders. Linda seconded

Sam yes, Rhonda yes, Marty yes, Linda yes, Elaine yes

General PO’s for June $63,849.73

EMS $19,783.83

1. DISCUSSION AND POSSIBLE ACTION **ON RENEWING THE LEASE AGREEMENT FOR THE POLICE VEHICLES.**

**Double check if this is done?**

**Rhonda Motioned, that we renew the lease agreement for the police vehicles if it hasn’t been done already. Linda seconded.**

Sam yes, Rhonda yes, Marty yes, Linda yes, Elaine yes

1. DISCUSSION AND POSSIBLE ACTION ON **HANDBOOK**

Rhonda motioned to table another month turn in by Aug 2nd at 4 PM.

Elaine Seconded

Sam yes, Rhonda yes, Marty yes, Linda yes, Elaine yes

1. DISCUSSION AND POSSIBLE ACTION **ON EVALUATION AND POSSIBLE RETAINING OF OFFICER ERIC HILLMAN**

**Marty motioned that we retain with a 2% raise to Eric Hillman. Sam and Linda Seconded**

Sam yes, Rhonda yes, Marty yes, Linda yes, Elaine yes

1. ADJOURNMENT.

Sam and Elaine, Motion to adjourn, Elaine seconded

Sam yes, Rhonda yes, Marty yes, Linda yes, Elaine yes

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ELAINE CARR RHONDA WISE

MAYOR TOWN CLERK/TOWN TREASURER-