

**NOTICE OF MEETING AND AGENDA**  
**THE BOARD OF TRUSTEES FOR THE**  
**WEST SILOAM SPRINGS MUNICIPAL AUTHORITY**  
MONDAY, OCTOBER 16, 2023, FOLLOWING THE TOWN OF WEST SILOAM  
SPRINGS BOARD OF TRUSTEES MEETING THAT BEGINS AT 6:00 P.M.

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

DATE: **MONDAY, OCTOBER 16, 2023**

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 (x) Rescheduled Regular Meeting ( )  
Special Meeting ( ) Continued or Rescheduled Meeting ( )  
Emergency Meeting ( )

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**AGENDA**

- 1) Call to order  
**Mayor Wise called meeting to order at 6:37 p.m.**
  
- 2) Roll call and determination of quorum  
**Kenzie Denny here, Jim McClure absent, Scott Wilkerson here, Linda Dixon here, Rhonda Wise here.**
  
- 3) Statement of compliance with statutory notice requirements under 25 O.S. § 311 (A) (9)  
**Laura Poteet posted the agenda at the Town Hall on October 12, 2023.**
  
- 4) Discussion and possible action on any matter related to approving the minutes from the regular meeting on September 18, 2023
  - a. Reading of the Minutes and/or acknowledgment of opportunity to review minutes prior to meeting
  - b. Discussion, motion, and vote to approve the minutes

**Rhonda motioned to approve, Kenzie seconded, Kenzie yes, Scott yes, Linda yes, Rhonda yes.**
  
- 5) REPORTS FROM MUNICIPAL AUTHORITY OFFICIALS AND/OR EMPLOYEES:
  - a. **FINANCIAL REPORTS:** Kris Kirk CPA reporting on financial status for **month**

of SEPTEMBER 2023/Kris reported the Water account ahead by \$25,000.00, with an ending balance of \$506,000.00 in the operating fund on September 30, 2023.

- b. **DIRECTOR OF PUBLIC WORKS:** Waylon Chandler to give update on current and projected projects and expenditures. /Waylon reported he has been to class, he purchased \$14,000-\$16,000.00 worth of industrial shelving for \$3,500.00, he has hired a mechanic, the new tire machine is in, along with other equipment, waiting to be wired up and then they will have a full-fledged mechanic's shop.
- c. **ENGINEER:** Cason LeBlanc will specifically report on projects and proposals under agenda items 8-9 below.
- d. **CHAIRWOMAN:** Monthly report/No report
- e. **VICE CHAIRWOMAN:** No report
- f. **MUNICIPAL AUTHORITY ATTORNEY:** No report

6) PUBLIC INPUT (LIMITED TO 3 MINUTES PER PERSON) **None.**

7) DISCUSSION, AND POSSIBLE ACTION ON ANY MATTER RELATED TO PURCHASE ORDERS FOR SEPTEMBER 2023

WATER PO #'s W66-W96	\$89,059.78
STREET PO #'s S24-S41	\$221,899.40
METER PO #'s M10-M20	\$ 525.00
<b>FOR A GRAND TOTAL OF:</b>	<b>\$311,484.18</b>

**Rhonda motioned to approve purchase orders, Kenzie seconded, Kenzie yes, Scott yes, Linda yes, Rhonda yes.**

- 8) Discussion and/or action on all matters related to LeBlanc Engineering's amendments to lift station replacement proposal  
Cason spoke and presented a new proposal on the lift station, which includes survey costs. Waylon inquired about a projected timeline, and Cason speculated about 6 months before being ready to bid out the job. **Rhonda motioned to accept the amended proposal, which includes \$3,500.00 additional for survey costs, Linda seconded, Kenzie yes, Scott yes, Linda yes, Rhonda yes.**
- 9) Discussion and/or action on all matters concerning adjustments to water bills  
**Rhonda motioned to approve all adjustments for the month, Linda seconded, Kenzie yes, Scott yes, Linda yes, Rhonda yes.**
- 10) Discussion and/or action on new matters that could not have been anticipated prior to posting of agenda, if any./Waylon asked Bryce if we could go after, or hold liable, anyone that does damages to City property, such as meter lids, etc. He had someone operating a brush-hog that did damage to the sewer manhole lid (and concrete surrounding it). Bryce

advised sending out an invoice for the damages incurred, and ask for payment within 30 days. He also advised to copy him on each letter, and to take pictures of any damages done.

11) MOTION AND VOTE TO ADJOURN.

Rhonda motioned to adjourn at 6:55 p.m., Linda seconded, Kenzie yes, Scott yes, Linda yes, Rhonda yes.

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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.

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POSTED ON October 12, 2023, BY LAURA POTEET

Time Posted: \_\_\_\_\_

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(initial)

