

**MINUTES OF  
THE BOARD OF TRUSTEES FOR THE  
WEST SILOAM SPRINGS MUNICIPAL AUTHORITY**

Monday, October 18, 2021, following the Town Board of Trustees Meeting  
that begins at 6:00 p.m.

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NAME OF PUBLIC BODY:	<b>WEST SILOAM SPRINGS MUNICIPAL AUTHORITY, BOARD OF TRUSTEES</b>
DATE:	<b>MONDAY, OCTOBER 18, 2021</b>
TIME:	<b>Immediately following the Town Board of Trustees Meeting that begins at 6:00 p.m.</b>
LOCATION:	<b>West Siloam Springs Town Hall, Conference Room, 4880 Cedar Drive, Colcord, OK 74338</b>

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1. Call to order **8:42 pm**
2. Roll call and determination of quorum  
**Sam Here, Marty Absent, Linda Here, Sandra Here, Rhonda here.**
3. Discussion and possible action on any matter related to approving the minutes from the special meeting on September 28, 2021
  - a. Reading of the Minutes **BRYCE HARP READ BREIF OVERVIEW OF THE MINUTES**
  - b. Discussion, motion, and vote to approve the minutes  
**RHONDA MOTIONED TO APPROVE THE MINUTES FROM THE SPECIAL MEETING**  
**SAM SECONDED**  
**SAM YES, LINDA YES, SANDRA YES, RHONDA YES**
4. REPORTS FROM MUNICIPAL AUTHORITY OFFICIALS AND/OR EMPLOYEES:
  - a. **FINANCIAL REPORTS:** Kris Kirk CPA reporting on financial status for September 2021 **SOLD A LOT OF WATER \$14,000 IN OPERATIONAL INCOME, END OF SEPTEMBER CHECKING ACCOUNT TOTAL \$406,000.**
  - b. **DIRECTOR OF PUBLIC WORKS:** In light of vacancy in the Director of Public Works office, Raymond Anderson may report on activities of prior month and upcoming activities **RAYMOND REPORTED WATER LEAK, BRUSH HOG FIXED MOWING AS SOON AS IT STARTS RAINING Linda will handle Raymond's evaluation. Rhonda said good job on picking up the slack.**
  - c. **CHAIRMAN:** NO REPORT

- d. **VICE CHAIRMAN: NO REPORT**
  - e. **MUNICIPAL AUTHORITY CLERK: NO REPORT**
  - f. **MUNICIPAL AUTHORITY ATTORNEY: Bryce P. Harp reporting on trustee vacancy in the South Delaware County Regional Water Association. Bryce talked with S.D.C.R.W.A. And they determined there is a vacancy in the trustee's seat that was allotted to West Siloam Springs, so need to appoint someone to that position. Then Bryce will take to Jared Davidson for their approval. Fill Vacancy with Chisum Devoe, which we talked to him about, he has agreed to be on the board, per Rhonda Wise.**
5. PUBLIC INPUT (LIMITED TO 3 MINUTES PER PERSON)

6. DISCUSSION, AND POSSIBLE ACTION ON ANY MATTER RELATED TO PURCHASE ORDERS FOR SEPTEMBER 2021

WATER PO #'S 12159 through 12200, for a total of: \$183,818.57  
 STREET PO #'S 1630 through 1634 for a total of: \$5,569.19  
 METER PO #'S 715 through 719 for a total of: \$257.22  
 FOR A GRAND TOTAL OF: \$189,644.98

**SAM MOTIONED THAT WE APPROVE THE PO'S**

**SANDRA SECONDED**

**SAM YES, LINDA YES, SANDRA YES, RHONDA YES**

7. **EXECUTIVE SESSION.** 25 O.S. § 307(B) permits the public body to meet in Executive Session for certain specified reasons under certain specified conditions. It is the opinion of the town attorney that the Board of Trustees may adopt a motion to meet in executive session to discuss the following items:

**Town attorney's opinion has changed on that since the matters have been discussed, that it would be his recommendation that the board not meet in executive session, on agenda item 7a. b. and c. and move direct to voting.**

**Sam makes a motion that we do not enter executive session by the advice of the Attorney.**

**Linda Seconded**

**SAM YES, LINDA YES, SANDRA YES, RHONDA YES**

- a. Proposed executive session pursuant to 25 O.S. § 307(B)(1), to discuss Keith Morgan's resignation
  - i. Discussion, motion, and vote to convene or not convene in executive session
  - ii. Acknowledge the board has returned to open session
  - iii. Executive session minutes compliance statement
  - iv. Discussion, motion, and vote to affirm that no votes or action taken during executive session
  - v. Consideration, discussion, and possible action on items discussed in executive session

**Sam motioned on 7A. we accept Keith Morgan's resignation, as of October 7<sup>th</sup>, 2021, and that he be compensated for a prorated salary up to October 7<sup>th</sup> 2021, and compensated for any unused vacation, pending any of the other adjustments that we have made, prior to that.**

**Linda Seconded.**

**SAM YES, LINDA YES, SANDRA YES, RHONDA YES**

- b. Proposed executive session pursuant to 25 O.S. § 307(B)(4), to discuss potential settlement of claims related to alleged conduct of former employee
  - i. Discussion, motion, and vote to convene or not convene in executive session
  - ii. Acknowledge the board has returned to open session
  - iii. Executive session minutes compliance statement
  - iv. Discussion, motion, and vote to affirm that no votes or action taken during executive session
  - v. Consideration, discussion, and possible action on items discussed in executive session

**Sam motioned on 7. B. that Rhonda Wise settles any possible, claim related to Keith Morgan's resignation**

**Linda Seconded**

**SAM YES, LINDA YES, SANDRA YES, RHONDA YES**

- c. Proposed executive session pursuant to 25 O.S. § 307(B)(1), and with guidance from the Attorney General's Office pursuant to 2006 OK AG 17, to discuss the qualifications of the particular individuals that applied for the Director of Public Works position, Chisum Devoe and Robert Gatewood, and whether to hire one of those applicants as the new Director of Public Works
  - i. Discussion, motion, and vote to convene or not convene in executive session
  - ii. Acknowledge the board has returned to open session
  - iii. Executive session minutes compliance statement
  - iv. Discussion, motion, and vote to affirm that no votes or action taken during executive session
  - v. Consideration, discussion, and possible action on items discussed in executive session

**Sam motioned that we allow Rhonda Wise to hire Chisum Devoe as Director of public works.**

**Rhonda Seconded.**

**SAM YES, LINDA YES, SANDRA YES, RHONDA YES**

8. Discussion and possible action to approve annual salary adjustments for supervisors and department heads to take effect the first day of August for each fiscal year in an amount between 2% and 5%.

**Rhonda motioned to approve the annual salary adjustment for supervisors and department heads, to take effect the first day of the month of August for each fiscal year in the amount between 2-5%.**

**Linda Seconded**

**SAM YES, LINDA YES, SANDRA YES, RHONDA YES**

9. Discussion and possible action to approve 5% annual salary adjustment for supervisors and department heads for the 2021-2022 fiscal year, and to apply that

5% adjustment retroactively for supervisors and department heads beginning August 1, 2021.

**Sam motioned that we pay Supervisor's salary adjustment of 4% from March up to July 1<sup>st</sup>, of last year, and then 5% based off that salary adjustment from August 1<sup>st</sup> to current date, from here on out.**

**Rhonda Seconded.**

**SAM YES, LINDA YES, SANDRA YES, RHONDA YES**

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

11. MOTION AND VOTE TO ADJOURN.

**Rhonda Motioned to Adjourn**

**Linda seconded**

**SAM YES, LINDA YES, SANDRA 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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RHONDA WISE

CHAIR

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LINDA DIXON

VICE CHAIR