

**NOTICE OF MEETING AND AGENDA
THE BOARD OF TRUSTEES FOR THE
TOWN OF WEST SILOAM SPRINGS
MONDAY, AUGUST 18TH, 2025, AT 6:00 PM**

NAME OF PUBLIC BODY: **BOARD OF TRUSTEES FOR THE TOWN OF WEST SILOAM SPRINGS, OKLAHOMA**

DATE: **MONDAY, AUGUST 18TH, 2025**

TIME: **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 ()

AGENDA

- 1) Call to Order/**Mayor Scott Wilkerson called to order at 6:00 p.m.**
- 2) Roll Call and Determination of Quorum/**Tom Schafer here, Rhonda Wise here, Jim McClure here, Linda Dixon here, Scott Wilkerson here.**
- 3) Statement of compliance with statutory notice requirements under 25 O.S. § 311 (A)(9)/**Samantha Turney posted the agenda at the Town Hall on August 14, 2025 at 3:30 p.m.**
- 4) Discussion and possible action on any matter related to approving the minutes from the rescheduled regular meeting on **JULY 21ST, 2025**
 - a. Acknowledgment of opportunity to review minutes
 - b. Discussion, motion, and vote to approve the minutes

Scott motioned to approve, Linda seconded. Tom yes, Rhonda yes, Jim yes, Linda yes, Scott yes.
- 5) **REPORTS FROM TOWN OFFICIALS AND/OR EMPLOYEES:**
 - a. **FINANCIAL:** No report
 - b. **CHIEF KEITH BARENBERG:** Summary report on Police Department activities./Keith reported 83 incidents, 401 traffic contacts, 3 reportable accidents.
 - c. **ZONING BOARD AND PLANNING COMMISSION:** No report
 - d. **CODE ENFORCEMENT:** No report
 - e. **MAYOR SCOTT WILKERSON:** Monthly report
 - f. **VICE MAYOR LINDA DIXON:** No report
 - g. **TOWN ATTORNEY:** No report
- 6) **DISCUSSION AND POSSIBLE ACTION ON ANY MATTER RELATED TO PURCHASE ORDERS FOR THE MONTH OF JULY 2025**

General PO#'S G1-G60:	\$93,564.24
TRIBAL PO#'S TR1:	\$30.00
EMS- CN PO#'S E1:	\$266.51
EMS NO 2 PO#'S PF1:	\$24,828.01
<u>PARK PO#'S P1-P4:</u>	<u>\$701.63</u>
FOR A GRAND TOTAL OF: \$119,390.39	

Scott motioned to approve, Linda seconded. Tom yes, Rhonda yes, Jim yes, Linda yes, Scott yes.

7) EXECUTIVE SESSIONS. 25 O.S. § 307(B) permits the public body to meet in Executive Session for certain specified reasons under certain specific 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:

- a.) Proposed executive session pursuant to 25 O.S. § 307(B)(1), to discuss Officer Chuck Vaughan's performance and conduct while serving as Assistant Chief
 - b.) Proposed executive session pursuant to 25 O.S. § 307(B)(1)-(2), to discuss Police Department pay scale
 - c.) Proposed executive session pursuant to 25 O.S. § 307(B)(1), to discuss potential hiring Heather Carstairs as Assistant Chief of Police
 - d.) Proposed executive session pursuant to 25 O.S. § 307(B)(1), to discuss retention of police officers after completing probationary period
- i. Discussion, motion, and vote to convene or not convene in executive session on agenda items (a)-(d) above
 - 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

Scott motioned to go into Executive session at 6:07 p.m., on items a-d; Linda seconded. Tom yes, Rhonda yes, Jim yes, Linda yes, Rhonda yes.

Scott advised we were back in open session at 7:24 p.m. Bryce advised that minutes were taken; no action, no votes made.

On agenda item a: Scott motioned to demote Chuck Vaughan to patrolman, along with cutting his pay to \$25.00 per hour; Rhonda seconded. Tom no, Rhonda yes, Jim yes, Linda yes, Scott yes.

On agenda item b: Bryce suggested skipping this item c. Scott said this would be codified on agenda item c, as advised.

On agenda item c.: Scott motioned to approve the probationary hire of Heather, at a salary of \$57,000.00 per year; Tom seconded. Tom yes, Rhonda yes, Jim yes, Linda yes, Scott yes.

On agenda item d. Scott made a motion not to retain Curtis Clinton after his probation; Linda seconded. Tom yes, Rhonda yes, Jim yes, Linda yes, Scott yes.

- 8) Discussion and possible action on Ordinance 2025-08-01 amending Chapter 31 of Ordinances to codify police department pay scale and create police department hiring board
Scott motioned to approve the pay scale and create the police department hiring board; Linda seconded. Tom yes, Rhonda yes, Jim yes, Linda yes, Scott yes.

On Emergency Clause: Scott motioned to approve Emergency Clause, Linda seconded. Tom yes, Rhonda yes, Jim yes, Linda yes, Scott yes.

- 9) Discussion and possible action on wage adjustment for town employees
Scott motioned not to approve any raises at this time; Linda seconded. Tom yes, Rhonda no, Jim yes, Linda yes, Scott yes.

- 10) Discussion and/or possible action on whether to have public comments at meetings/**Scott motioned to not have public comments at the meetings; Linda seconded. Tom yes, Rhonda no, Jim no, Linda yes, Scott yes.**
At this time, there were public comments/questions by Ms. Kathy Osbourne, not on the agenda, nor did she request to be.

*Also, Tom Schafer requested to set aside his vote on the last agenda item. Bryce advised he would need to make a motion to do the same.
Tom motioned to set aside his vote on agenda item 10; Rhonda seconded. Tom yes, Rhonda yes, Jim yes, Linda no, Scott no.*

Tom motioned to change his vote on public speaking (agenda item 10) and put it on the agenda for next month; Rhonda seconded. Tom yes, Rhonda yes, Jim yes, Linda no, Scott no.

- 11) Discussion and possible action on new matters that could not have been anticipated prior to posting of the agenda, if any./None.

- 12) MOTION AND VOTE TO ADJOURN./**Scott motioned to adjourn at 7:37 p.m., Linda seconded. Tom yes, Rhonda yes, Jim yes, Linda yes, Scott yes.**

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.

Time Posted: _____ POSTED ON AUGUST _____, 2025, BY _____

Minutes
recorded/typed by
Laura Pollock