

MEETING MINUTES

NOTICE OF A REGULAR MEETING  
OF THE **BOARD OF TRUSTEES** OF THE  
TOWN OF WEST SILOAM SPRINGS, OK  
MAY 18, 2020

CALL TO ORDER: 6:00 P.M.  
PLACE: TOWN HALL

NOTICE WAS POSTED AT THE TOWN HALL ON MAY 21, 2020 @ 4:00 P.M. BY



COLLEEN MCGUIRE

1. ROLL CALL :

SAM		X	
RHONDA		X	
MARTY		X	
LINDA		X	
ELAINE		X	

2. DISCUSSION AND POSSIBLE VOTE ON APPROVING THE MINUTES OF THE APRIL 20, 2020 OF THE BOARD OF TRUSTEES.

SAM		X	
RHONDA		X	
MARTY	Seconded	X	
LINDA		X	
ELAINE	Motion to approve minute for April	X	

3. DISCUSSION AND POSSIBLE VOTE ON APPROVING THE TOWN OF WEST SILOAM SPRINGS FINANCIAL REPORTS FOR APRIL 20, 2020.

SAM	Seconded	X	
RHONDA		X	
MARTY		X	
LINDA		X	
ELAINE	Motion to approve financial reports	X	

5, REPORTS FROM TOWN OFFICIALS AND/OR EMPLOYEES:

- A. POLICE CHIEF LARRY BARNETT. 7 REPORTS FILED, 214 CITATIONS, 8 GROUP CHARGES, 1 TRAFFIC ACCIDENT, COURT SCHEDULED FOR JUNE STILL ON
  - B. ZONING BOARD AND PLANNING COMMISSION. CANCELLED MEETING MAY
  - C. CODE ENFORCEMENT WAYLON CHANDLER. CLASS JUNE 16, FLOOD PLAIN MEETING, JULY 29-31 INSTRUCTION INDUSTRY BOARD CLASS AT YUKON, 18 OCCUPATIONAL LICENSE RENEWAL RESPONSES
  - D. MAYOR ELAINE CARR : EX MAYOR OF POTEAU PASSED AWAY KEEP FAMILY IN YOUR PRAYERS  
 MIKE FENA FROM OK MUNICIPAL LEAGUE IS WORKING WITH TOWNS AND CITIES FOR LOSS DURING VIRUS  
 JOB DESCRIPTIONS WERE APPROVED BY KEITH AND CHIEF MAY NEED TO BE ADDED TO EMPLOYEE HANDBOOK  
 TOWNS AND CITY LOANS FOR VIRUS, CARES ACT, ELAINE WILL UPDATE IF WE HAVE LOW INTEREST LOANS MARTY STATES WE SHOULD APPLY JOT
  - E. VICE MAYOR RHONDA WISE. GREAT JOB BY ALL EMPLOYEES DURING THIS TIME, WEB SITE UP AND RUNNING  
 SIRENS TRAVIS BEASLEY NEW DIRECTOR
- TOWN CLERK/TREASURER CAROLYN BUTTS: CAROLYN CALLED SHE MAY NOT BE BACK TILL JULY  
 KRIS ALSO CALLED IN.
- F. TOWN ATTORNEY JOT HARTLEY. WE CAN SET UP FOR CONFERENCE CALL OR ZOOM MEETING. HAS TO BE POSTED ON THE AGENDA BEFORE MEETING, AND CAN BE ADDED TO THE WEB SITE AND OR CALENDER  
 LEASE AGREEMENT AND WATER SUPPLY AGREEMENT IS SEPARATE, JOT WORKING ON COMBINING ALL

6. DISCUSSION AND POSSIBLE VOTE ON APPROVING THE AMENDEMENT OF THE SDCRWA LEASE AGREEMENT. AND SUBMIT TO THE WATER DISTRICT FOR APPROVAL

		FAVOR	OPPOSED
SAM		X	
RHONDA		X	
MARTY		X	
LINDA	SECOND	X	
ELAINE	MOTION TO APPROVE SDCRWA lease agreement	X	

7. DISCUSSION AND POSSIBLE ACTION FOR COMPENSATION FOR CAROLYN BUTTS ON TSET GRANT. 150 HOURS CAROLYN WORKED ON THIS GRANT, DISCUSSION: SHOULD

HAVE DECIDED THIS BEFORE GRANTS WERE WRITTEN, HOWEVER OTHERS HAVE NOT BEEN COMPENSATED FOR OTHER GRANTS.

		FAVOR	OPPOSED
SAM			X
RHONDA			X
MARTY	SECONDED	X	
LINDA			X
ELAINE	MOTION TO COMPENSATE CAROLYN \$2,200	X	

8. DISCUSSION AND POSSIBLE VOTE ON APPROVING, MOVING PAYDAY TO WEDNESDAY'S TO AVOID CHECKS LEAVING THE BUILDING TO BE SIGNED. ADD SECOND SIGNER TO ACCOUNT ADD TO NEW BUSINESS

		FAVOR	OPPOSED
SAM		X	
RHONDA		X	
MARTY	MOTION TO MOVE PAYDAY TO WEDNESDAYS	X	
LINDA	SECONDED	X	
ELAINE		X	

9. MOTION TO ENTER INTO EXECUTIVE SESSION. (25 O.S. SECTION 307B.1):

		FAVOR	OPPOSED
SAM		X	
RHONDA	SECONDED	X	
MARTY	MOTION TO ENTER EXECUTIVE SESSION	X	
LINDA		X	
ELAINE		X	

10. MOTION TO RETURN TO REGULAR OPEN SESSION.

		FAVOR	OPPOSED
SAM	SECONDED	X	
RHONDA		X	
MARTY		X	
LINDA		X	
ELAINE	MOTION TO RETURN FROM EXECUTIVE SESSION AT 7:20PM	X	

- (A) DISCUSSION REGARDING ANNUAL EVALUATION FOR WAYLON CHANDLER

Sam: Motion to increase Waylon's pay to 46,000 per year

Linda: seconded, All in favor, 0 Opposed

(B) DISCUSSION REGARDING ANNUAL EVALUATION FOR TONY STEWART.

Chief recommends Tony Stewart be retained and raise him to \$16.00 per hour. Based off of the Chief's recommendation Marty motions to raise Tony's pay to \$16.00 all in favor, 0 opposed.

13. PUBLIC INPUT (LIMITED TO 3 MINUTES PER PERSON). NO PUBLIC INPUT

14. NEW BUSINESS.

TO HAVE SOMEONE ELSE TO SIGN CHECKS

LINDA IS ALWAYS AROUND, LETTER TYPED UP FOR LINDA TO BE ABLE TO SIGN ON ACCOUNT

SAM MOTIONS FOR LINDA DIXON TO BE THE 4<sup>TH</sup> PERSON FOR SIGNATURES ON CHECKS IN CASE OF EMERGENCY OR ABSENTS

		FAVOR	OPPOSED
SAM	motion	X	
RHONDA		X	
MARTY	seconded	X	
LINDA		X	
ELAINE		X	

TELECONFERENCE: SET UP FOR EVERYONE TO ATTEND BY VIDEO, BUT THEN TAKE ATTENDANCE FOR WHO IS PRESENT ON VIDEO, AND IN PERSON. UNLESS TERMINATED EARLIER

MARTY MOTIONS TO HAVE JOT SET UP VIDEO CONFERENCE

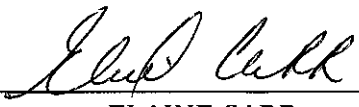
LINDA SECONDED

		FAVOR	OPPOSED
SAM		X	
RHONDA		X	
MARTY	motion	X	
LINDA	seconded	X	
ELAINE		X	

15. ADJOURNMENT.

SAM	SECONDED	X	
RHONDA		X	
MARTY		X	
LINDA		X	
ELAINE	MOTIONS TO ADJOURN	X	

In lieu of COVID-19 she is still in quarantine in California. RW



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ELAINE CARR  
MAYOR



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CAROLYN BUTTS  
TOWN CLERK/TOWN TREASURER