

NOTICE OF MEETING AND AGENDA
THE BOARD OF TRUSTEES FOR THE
WEST SILOAM SPRINGS MUNICIPAL AUTHORITY
MONDAY, DECEMBER 15, 2025, FOLLOWING THE TOWN OF WEST SILOAM SPRINGS
BOARD OF TRUSTEES MEETING THAT BEGINS AT 5:00 P.M.

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

DATE: **Monday, DECEMBER 15, 2025**

TIME: **Immediately following the Town Board of Trustees Meeting that begins at 5:00 p.m.**

LOCATION: **West Siloam Springs Town Hall, Conference Room, 4880 Cedar Drive, Colcord, OK 74338**

TYPE OF MEETING: Regular Meeting Rescheduled Regular Meeting
Special Meeting Continued or Rescheduled Meeting
Emergency Meeting

AGENDA

- 1) Call to order
Mayor Scott Wilkerson called to order at 5:26 p.m.
- 2) Roll call and determination of quorum
Tom Shafer here, Jim McClure here, Don Martin here, Linda Dixon here, Scott Wilkerson here.
- 3) Statement of compliance with statutory notice requirements under 25 O.S. § 311 (A)(9)
The agenda was posted at the Town Hall on December 11, 2025, at 3:00 p.m.
- 4) Discussion and possible action on any matter related to approving the minutes from the regular West Siloam Springs Municipal Authority board meeting of November 17, 2025
 - 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
Scott motioned to approve the minutes, Linda seconded. Tom yes, Jim yes, Don yes, Linda yes, Scott yes.
- 5) REPORTS FROM MUNICIPAL AUTHORITY OFFICIALS AND/OR EMPLOYEES:
 - a. **FINANCIAL REPORTS:** No report
 - b. **DIRECTOR OF PUBLIC WORKS:** Waylon Chandler to give update on current and projected projects and expenditures. /Waylon reported they have been repairing water leaks. Also, that from the period of December 24, 2024 to November of this year, their water loss is down below 5%, which he says is pretty good. They have also been flushing fire hydrants,

repairing some water meters. He also said they have the spreader truck ready for ice, if it comes

- c. **CHAIRMAN:** Monthly report
- d. **VICE CHAIRWOMAN:** No report
- e. **MUNICIPAL AUTHORITY ATTORNEY KENNY WRIGHT:** Kenny reported same as Town meeting, working on the 1% Sales tax documentation, which will be ready for the January 19, meeting coming up, for possible approval. The documentation is then due at the Election board on February 5, 2026, with the election to be held April 7, 2026.

6) **DISCUSSION, AND POSSIBLE ACTION ON ANY MATTER RELATED TO PURCHASE ORDERS FOR NOVEMBER 2025**

WATER PO#	W165, W170-W209	\$118,484.14
METER PO#	M21-M23	\$ 150.00
<u>STREET PO#</u>	<u>S74-S88</u>	<u>\$ 40,570.18</u>

FOR A GRAND TOTAL OF: \$159,204.32

Scott motioned to approve, Linda seconded. Tom yes, Jim yes, Don yes, Linda yes, Scott yet.

- 7) Discussion and possible action on giving employees a 5% cost of living raise.
Scott motioned we not do any raises at this time, Linda seconded. Tom yes, Jim yes, Don yes, Linda yes, Scott yes.

- 8) **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 a \$2.00 an hour raise for Deputy Public Works Director Matt Jones
 - i. Discussion, motion, and vote to convene or not convene in executive session on agenda items (a) 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 made the motion back in regular session, Linda seconded. Tom yes, Jim yes, Don yes, Linda yes, Scott yes.

Scott advised no action, no votes taken in Executive session.

Scott motioned to give Matt Jones a \$1.00 an hour raise, Linda seconded. Tom yes, Jim yes, Don yes, Linda yes, Scott yes.

- 9) Discussion and possible action on switching our cell phone service provider from Verizon to AT&T. **Scott motioned to approve switching from Verizon to AT&T, Linda seconded. Tom yes, Jim yes, Don yes, Linda yes, Scott yes. See Town meeting.**
- 10) Discussion and possible action on having an annual Christmas dinner for employees. **Scott motioned to approve the Christmas dinner to be held December 18, 2025, at 6:00 p.m., at the Park Event (Venue) Center. Smokin' Joe's BBQ to be served.**
- 11) Public Input (Limited to 3 minutes)./None.
- 12) Discussion on any new matters that could not have been anticipated prior to posting of the agenda, if any. /As in the previous meeting, Scott addressed the CPA's question as to who gets the Christmas bonus. **Scott motioned that any employee working over 30 hours a week gets the full amount, Linda seconded. Tom yes, Jim yes, Don yes, Linda yes, Scott yes.**
- 13) MOTION AND VOTE TO ADJOURN./**Scott motioned to adjourn at 5:44 p.m., Linda seconded. Tom yes, Jim yes, Don 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.

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

_____ (initial)

