

NOTICE OF MEETING AND AGENDA
THE BOARD OF TRUSTEES FOR THE
WEST SILOAM SPRINGS MUNICIPAL AUTHORITY
MONDAY, November 17, 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, November 17, 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 6:21 p.m.
- 2) Roll call and determination of quorum
Tom Schafer 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 here at the Town Hall on November 13, 2025, at 3:15 p.m., by Laura Poteet.
- 4) Discussion and possible action on any matter related to approving the minutes from the regular West Siloam Springs Municipal Authority board meeting on October 20, 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, 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 (Emailed/printed for board members)

- b. **DIRECTOR OF PUBLIC WORKS:** Waylon Chandler to give update on current and projected projects and expenditures. /Waylon reported that White Oak was paved. He advised Delaware County came out and used some of their funds and labor, along with some financial assistance from us. He said he also moved the volley ball court and they have been repairing water leaks.
- c. **CHAIRMAN:** Monthly report
- d. **VICE CHAIRWOMAN:** No report
- e. **MUNICIPAL AUTHORITY ATTORNEY KENNY WRIGHT:** No report

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

WATER PO#	W134-W169	\$115,607.48
METER PO#	M16-M20	\$350.00
<u>STREET PO#</u>	<u>S48-S73</u>	<u>\$82,872.85</u>
FOR A GRAND TOTAL OF:		\$198,830.33

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

7) Discussion and possible action on the following proposed amendments to the Employee Personnel policies of Section 16.2 concerning Vacation Leave:

1. *After one year of continuous service (1) one week (49 hrs. for Law Enforcement employees and 40 hrs. for all other employees) of paid vacation leave is authorized.*
Scott motioned to approve the change, Linda seconded. Tom yes, Jim yes, Don yes, Linda yes, Scott yes.
2. *Between 3-5 years of continuous service (2) two weeks (86 hrs. for Law Enforcement employees and 80 hrs. for all other employees) of paid vacation leave is authorized.*
Scott motioned to approve the change, Linda seconded. Tom yes, Jim yes, Don yes, Linda yes, Scott yes.
3. *At 6 years of continuous service and thereafter (3) three weeks (135 hrs. for Law Enforcement employees and 120 hrs. for all other employees) of paid vacation leave per year is authorized.*
Scott motioned to approve the change, Linda seconded. Tom yes, Jim yes, Don yes, Linda yes, Scott yes.

8) Discussion and possible action on a holiday bonus for all employees.
Scott motioned to approve a "net \$500.00" holiday bonus for all employees, pending the accountant's approval; Linda seconded. Tom yes, Jim yes, Don yes, Linda yes, Scott yes.

- 9) Discussion and possible action on the Christmas holiday days off, which is determined annually. **Scott motioned to approve Friday as a holiday day off, as Christmas falls on Thursday; Linda seconded. Tom yes, Jim yes, Don yes, Linda yes, Scott yes.**
- 10) Public Input (Limited to 3 minutes). **/None.**
- 11) Discussion on any 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 5:27 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 NOVEMBER____, 2025, BY _____ Time Posted: _____

_____ (initial)

Minutes typed by
Laura Poteet