

**NOTICE OF MEETING AND AGENDA**  
**THE BOARD OF TRUSTEES FOR THE**  
**WEST SILOAM SPRINGS MUNICIPAL AUTHORITY**  
**MONDAY, October 20, 2025, FOLLOWING THE TOWN OF WEST SILOAM SPRINGS**  
**BOARD OF TRUSTEES MEETING THAT BEGINS AT 5:00 P.M.**

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

DATE: **Monday, October 20, 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 (x) Rescheduled Regular Meeting ( )  
Special Meeting ( ) Continued or Rescheduled Meeting ( )  
Emergency Meeting ( )

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**AGENDA**

- 1) Call to order  
**Mayor Scott Wilkerson called to order at 5:19 p.m.**
- 2) Roll call and determination of quorum  
**Tom Schafer 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)  
**Laura Poteet posted the agenda at the Town Hall on October 16, 2025, at 4:45 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 on September 15, 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
- 5) Discussion and possible action on any matter related to approving the minutes of the regular meeting on September 15, 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, Linda yes, Scott yes.**

6) 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 an update on current and projected projects and expenditures. /Waylon reported they have had several water leaks, such as a 6" line last Sunday night. He advised his guys are no longer doing overtime, but comp-time.  
Here Waylon inquired about the street tax (1 cent sales tax), but was advised by Kenny it needs to be on the agenda as an agenda item. He advised ORWA did their rate study and that nothing has changed on that, other than tap fees. He also stated the "giving the first 1,000 gallons of water to residents/businesses would end. He said he was getting a handle on the meters, and who's using which meters. In some cases, there have been several people on one meter. He said their department has gone from a 26% water loss to a 6% water loss. (He said last month they had a 700,000 gallon water loss.)
- c. **CHAIRMAN:** Monthly report
- d. **VICE CHAIRWOMAN:** No report
- e. **MUNICIPAL AUTHORITY ATTORNEY KENNY WRIGHT:** No report

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

WATER PO#	W117-W133	\$129,324.17
METER PO#	M10-M15	\$350.00
<u>STREET PO#</u>	<u>S30-S47</u>	<u>\$5,700.93</u>

**FOR A GRAND TOTAL OF: \$135,375.10**

**Scott motioned to approve; Linda seconded. Tom yes, Jim yes, Linda yes, Scott yes.**

- 8) Discussion and possible action on the appointment of Mr. Don Martin, of 6378 Cedar Drive, West Siloam Springs, as a Board Trustee for Ward I.  
**Scott motioned to appoint Don Martin; Linda seconded. Tom yes, Jim yes, Linda yes, Scott yes.**
- 9) Discussion and possible action on all matters concerning a water and sewer rate increase, as proposed.  
**Scott motioned to approve the proposed rates; Linda seconded. Tom yes, Jim yes, Linda yes, Scott yes.**
- 10) Discussion and possible action on terminating services of SDCRWA.  
Waylon spoke, saying that SDCRWA waived their 90-day notice to terminate.  
**Scott motioned to terminate the services; Linda seconded. Tom yes, Jim yes, Linda yes, Scott yes.**

- 11) Discussion and possible action on approving next year's annual calendar of board meetings/court dates.  
**Scott motioned to approve; Linda seconded. Tom yes, Jim yes, Linda yes, Scott yes.**
- 12) Discussion and/or possible action on closing the Water Subsidy account and depositing the balance into the Municipal Water Authority account; both accounts at Arvest bank.  
**Scott motioned to approve closing the Water Subsidy checking account, #34262403 at Arvest bank, and depositing the balance into the Water checking account, #42724687 at Arvest bank; Linda seconded. Tom yes, Jim yes, Linda yes, Scott yes.**
- 13) Discussion and possible action on continuing or terminating our current cleaning services to cut expenses.  
**Scott motioned to terminate; Linda seconded. Tom yes, Jim yes, Linda yes, Scott yes.**
- 14) Discussion and possible action on continuing or terminating our current pest control service to cut expenses.  
**Scott motioned to terminate our current pest control service; Linda seconded. Tom yes, Jim yes, Linda yes, Scott yes.**
- 15) Discussion and possible action of continuing or terminating any portion of our Cintas service to cut expenses.  
**Scott motioned to terminate the mat service part of our contract; Linda seconded. Tom yes, Jim yes, Linda yes, Scott yes.**
- 16) Discussion and possible action on a Thanksgiving bonus (monetary, ham or turkey).  
**Scott motioned to give the choice of a ham or turkey to each employee; Linda seconded. Tom yes, Linda yes, Scott yes, Tom yes.**
- 17) Public Input (Limited to 3 minutes). /None.
- 18) Discussion on any new matters that could not have been anticipated prior to posting of the agenda, if any. /None.
- 19) MOTION AND VOTE TO ADJOURN. /Scott motioned to adjourn at 5:35 p.m., Linda seconded. Tom yes, Jim yes, Linda yes, Scott 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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POSTED ON OCTOBER \_\_\_\_, 2025, BY \_\_\_\_\_ Time Posted: \_\_\_\_\_

\_\_\_\_\_ (initial)

