

**NOTICE OF MEETING AND AGENDA**  
**THE BOARD OF TRUSTEES FOR THE**  
**WEST SILOAM SPRINGS MUNICIPAL AUTHORITY**  
**MONDAY, September 15<sup>th</sup>, 2025, FOLLOWING THE TOWN OF WEST SILOAM SPRINGS**  
**BOARD OF TRUSTEES MEETING THAT BEGINS AT 6:00 P.M.**

---

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

DATE: **Monday, September 15<sup>th</sup>, 2025**

TIME: **Immediately following the Town Board of Trustees Meeting that begins at 6:00 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  
**Scott Wilkerson called to order at 6:15 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)  
**Samantha Turney posted the agenda here at the Town Hall on September 11, 2025, at 3:30 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 August 18<sup>th</sup>, 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, Linda yes, Scott yes.**
- 5) Discussion and possible action on any matter related to approving the minutes of the special meeting on August 29<sup>th</sup>, 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, Linda yes, Scott yes.**

- 6) 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 patching potholes, cutting grass and repairing leaks.
  - c. **CHAIRMAN:** Monthly report
  - d. **VICE CHAIRWOMAN:** No report
  - e. **MUNICIPAL AUTHORITY ATTORNEY:** No report

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

WATER PO #'s W52-W87:	\$144,110.80
METER PO#'S M6-M9:	\$40,807.20
<u>STREET PO #'s S19-S29:</u>	<u>\$32,626.29</u>

**FOR A GRAND TOTAL OF: \$217,544.29**

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

- 8) Discussion and possible action on the Water rate analysis conducted and presented by ORWA (Oklahoma Rural Water Association) staff.  
Waylon advised after the last water rate increase that he called ORWA to conduct a new water rate analysis, to make sure we weren't over or under-charging.  
ORWA staff reported the following: She reported there is a correction that needs to be made on the 2<sup>nd</sup> page of the summary. This part of the summary shows the current cost to produce and deliver these services as \$17.52 per 1,000 gallons, then it shows \$2.08, but that should actually be \$24.99. She used fy 23-24 for the purposes of this report and advised that we were in the "red" for the year, making \$4,580.00 less annually than what we should have made to meet our expenses. So, essentially, she tried to keep the rates down as much as possible; but advised improvements need to be made in the future. Overall, she is advising a 40-45% increase on every water rate in Town. She explained the rest of the report and advised the cost of water and sewer, cost of salaries increasing, including adding employees. She also advised that having unregistered meters was another loss for us that needed to be taken care of. She advised to stop operating in the "red" that we need to follow recommendations of this analysis.
- 9) Discussion and possible action on moving the monthly municipal meeting from 6:00 pm to 5:00 pm  
**Scott motioned to move the monthly meeting from 6:00 p.m. to 5:00 p.m.; Linda seconded. Tom yes, Jim yes, Linda yes, Scott yes.**
- 10) Discussion and possible action on placing the public input back onto the municipal agenda  
At this time Kenny spoke and advised he was wrong on previous meeting on this agenda item. He stated that title 11 (Municipalities) is pretty much the only board where abstentions are "No" votes. So, the result of the prior vote was 2:2 and the motion did not pass.  
**Scott motioned to remove public input; Linda seconded. Tom abstained, Jim abstained, Linda yes, Scott yes. MOTION DID NOT PASS. Public Input item still on the monthly agendas.**

- 11) Discussion and/or action on all matters concerning adjustments to water bill.  
**Scott motioned to approve; Linda seconded. Tom yes, Jim yes, Linda yes, Scott yes.**
- 12) Discussion and/or action on new matters that could not have been anticipated prior to posting of the agenda, if any./**None.**
- 13) **MOTION AND VOTE TO ADJOURN./Scott motioned to adjourn at 6:30 p.m.; Linda seconded. Tom 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.

---

POSTED ON SEPTEMBER \_\_\_\_, 2025, BY \_\_\_\_\_ Time Posted: \_\_\_\_\_

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

Minutes  
recorded/typed  
by Lataa Potect