

**NOTICE OF MEETING AND AGENDA**  
**THE BOARD OF TRUSTEES FOR THE**  
**WEST SILOAM SPRINGS MUNICIPAL AUTHORITY**  
**MONDAY, August 19, 2024 FOLLOWING THE TOWN OF WEST SILOAM**  
**SPRINGS BOARD OF TRUSTEES MEETING THAT BEGINS AT 6:00 P.M.**

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

DATE: **MONDAY, August 19, 2024**

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

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**AGENDA**

- 1) Call to order  
**Mayor Rhonda Wise called to order at 6:41 p.m.**
- 2) Roll call and determination of quorum  
**Kenzie Denny here, Jim McClure absent, Scott Wilkerson here, Linda Dixon here, Rhonda Wise here.**
- 3) Statement of compliance with statutory notice requirements under 25 O.S. § 311 (A)(9)  
**Samantha Turney posted the agenda at the Town Hall on August 15, 2024, at 4:00 p.m.**
- 4) Discussion and possible action on any matter related to approving the minutes from the West Siloam Springs Municipal Authority board meeting on July 15, 2024
  - 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

**Rhonda motioned to approve; Kenzie seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes,**

- 5) **REPORTS FROM MUNICIPAL AUTHORITY OFFICIALS AND/OR EMPLOYEES:**

- a. **FINANCIAL REPORTS:** Kris Kirk CPA reporting on financial status for **month of July 2024**  
Kris advised the Municipal Authority fund had a good month in July, being ahead \$2,000.00, with \$67,000.00 ending the month in the operating account.
- b. **DIRECTOR OF PUBLIC WORKS:** Waylon Chandler to give update on current and projected projects and expenditures. /Waylon reported that he hired a new guy, Trey Hughes, who he will be sending to CDL school in October of this year; that his Code Enforcement officer is in Code school for 2 weeks, in Moore, Oklahoma. He also stated they have been repairing water leaks, clearing roads, working on the volleyball court, getting emergency lights in for equipment; and he stated they would be working on the Dollar General store project soon.
- c. **ENGINEER:** No Report
- d. **CHAIRWOMAN:** Monthly report
- e. **VICE CHAIRWOMAN:** No report
- f. **MUNICIPAL AUTHORITY ATTORNEY:** No report

6) PUBLIC INPUT (LIMITED TO 3 MINUTES PER PERSON)/None.

7) DISCUSSION, AND POSSIBLE ACTION ON ANY MATTER RELATED TO PURCHASE ORDERS FOR July 2024

WATER PO #'s W1-W44:	\$108,352.80
STREET PO #'s S1-S21:	\$21,511.47
<u>METER PO #'s M1-M9:</u>	<u>\$375.00</u>

**FOR A GRAND TOTAL OF: \$130,239.27**

**Rhonda motioned to approve; Linda seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**

8) **EXECUTIVE SESSIONS.** 25 O.S. § 307(B) permits the public body to meet in Executive Session for certain specified reasons under certain specified 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 Public Works Director Waylon Chandler's annual evaluation and possible raise
  - i. Discussion, motion, and vote to convene or not convene in executive session on agenda items 8(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

**Rhonda motioned to go into Executive Session at 6:45 p.m., Kenzie seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**

**Board back in open session at 7:05 p.m./Rhonda confirmed that no action, no votes were taken in Executive Session.**

**Rhonda motioned to retain him and give Waylon a raise on his yearly salary, to \$77,500.00; Kenzie seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**

- 9) Discussion and/or possible action on all matters related to entering a Water Use Agreement to sell water to Watts Public Works Authority  
**Rhonda motioned to entered into Agreement; Kenzie seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**
- 10) Discussion and/or possible action on all matters related to Watts waterline connection  
There was discussion between Bryce, Cason and Waylon; they are in waiting status for paperwork to be signed.  
**Rhonda motioned to take no action; Linda seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**
- 11) Discussion and/or action on all matters related to entering a Memorandum of Understanding with Cherokee Nation to finance Watts water project  
**Rhonda motioned to enter into Memorandum of Understanding to finance project; Linda seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**
- 12) Discussion and/or action on all matters related to signing an ARPA beneficiary agreement with the Cherokee Nation related to the Watts water project  
**Rhonda motioned to approve signing, with the attorney/Mayor approval, once received; Linda seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**
- 13) Discussion and/or possible action on all matters related to Leblanc Engineering services proposal for Watts water connection project  
**Rhonda motioned to approve the proposal; Kenzie seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**
- 14) Discussion and/or possible action on entering Memorandum of Understanding with the Cherokee Nation Entertainment, LLC consisting of Sanitary Sewer improvements

**Rhonda motioned to approve entering Memorandum of Understand with the Cherokee Nation Entertainment, LLC; Linda seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**

- 15) Discussion and or/possible action on opening a new bank account, specifically named West Siloam Springs Municipal Authority Emergency Grant Account  
**Rhonda motioned to approve; Linda seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**
- 16) Discussion and/or action on all matters concerning adjustments to water bills  
**Rhonda motioned to allow adjustments stand; Kenzie seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**
- 17) Discussion and/or action on new matters that could not have been anticipated prior to posting of agenda, if any./None
- 18) **MOTION AND VOTE TO ADJOURN./Rhonda motioned to adjourn at 7:22 p.m., Kenzie seconded. Kenzie yes, Scott yes, Linda yes, Rhonda 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 August \_\_\_\_, 2024, BY \_\_\_\_\_

Time Posted: \_\_\_\_\_ (initial)

Minutes  
recorded/typed  
by Laura Potect