

NOTICE OF MEETING AND AGENDA

THE BOARD OF TRUSTEES FOR THE

WEST SILOAM SPRINGS MUNICIPAL AUTHORITY

**MONDAY, November 18th, 2024, 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, November 18th, 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 (x) Rescheduled Regular Meeting ()
Special Meeting () Continued or Rescheduled Meeting ()
Emergency Meeting ()

AGENDA

- 1) Call to order
Mayor Rhonda Wise called to order at 6:15 p.m.
- 2) Roll call and determination of quorum
Kenzie Denny here, Jim McClure here, 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 here at the Town Hall on November 14, 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 October 21st, 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 the minutes; Kenzie seconded. Kenzie yes, Jim 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 October 2024**/Kris reported the Municipal Authority had a good month in October, advising the fund came ahead by \$16,000.00, for last four months ending October 31, 2024. He also reported that we have investments in the amount of \$40,000.00, for sewer/water line expansions, Watts' connection, and with those investments, plus profits, the fund is actually

down \$24,000.00, with the operating account balance of \$41,000.00 ending October 31, 2024.

- b. **DIRECTOR OF PUBLIC WORKS:** Waylon Chandler to give update on current and projected projects and expenditures./Waylon advised they have been working on new meter route, with the hopes of getting readings down to one day; fixing water leaks, and working with OMAG, who came in and did some jetting in the lines, and 3-4 bad places were found. They also used the camera and footed the bill on the whole thing. He advised they have started to put up Christmas lights so they can be ready to turn on the day after Thanksgiving.
- 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 October 2024

WATER PO #'s W130-W179:	\$155287.34
STREET PO #'s S60-S79:	\$8,274.55
<u>METER PO #'s M21:</u>	<u>\$25.00</u>

FOR A GRAND TOTAL OF: \$163,586.89

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

Rhonda yes.

8) Discussion and/or possible action on all matters related to Nick Wann, C.P.A.'s proposal for professional services to serve as the Municipal Authority's C.P.A.

Scott motioned to authorize the Chairwoman to finalize the contract with the Municipal Authority; Linda seconded. Kenzie yes, Jim yes, Scott yes, Linda yes, Rhonda yes.

9) Discussion and possible action on proposed water rates increase. /Waylon presented worksheets with

proposed rate increases on all rates, inside City limits and outside City limits, along with late fees,

deposit fees. He advised there are also sewer tap fees added, and that we have not had a rate increase

since September of 2019, and that we are charging less than we are paying for water purchased by us.

Rhonda motioned to adopt the proposed rates, which will be implemented next month; Linda

seconded. Kenzie yes, Jim yes, Scott yes, Linda yes, Rhonda yes.

- 10) Discussion and possible action on employee Christmas bonus/**Rhonda motioned to give all employees, including part-time and employees on probation, a \$500.00 net bonus, Linda seconded. Kenzie yes, Jim yes, Scott yes, Linda yes, Rhonda yes.**
- 11) Discussion and/or possible action on all matters concerning Christmas party and Angel Tree to be organized by Capt. Whitney Reynolds
Rhonda motioned to allow Captain Reynolds to take care of the party and Angel tree, Kenzie seconded. Kenzie yes, Jim yes, Scott yes, Linda yes, Rhonda yes.
- 12) Discussion and/or action on all matters concerning adjustments to water bills/**Rhonda motioned to approve, Kenzie seconded. Kenzie yes, Jim yes, Scott yes, Linda yes, Rhonda yes.**
- 13) Discussion and/or action on new matters that could not have been anticipated prior to posting of the agenda, if any. /**None.**
- 14) **MOTION AND VOTE TO ADJOURN./Rhonda motioned to adjourn at 6:30 p.m., Linda seconded. Kenzie yes, Jim yes, Scott yes, Linda yes, Rhonda 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 ____, 2024, BY _____ Time Posted: _____
_____ (initial)

Minutes
recorded/typed by
Laura Poteet