

**NOTICE OF MEETING AND AGENDA**  
**THE BOARD OF TRUSTEES FOR THE**  
**WEST SILOAM SPRINGS PUBLIC WORKS AUTHORITY**  
**TUESDAY, FEBRUARY 17, 2026, 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 PUBLIC WORKS AUTHORITY, BOARD OF TRUSTEES**

DATE: **Tuesday, February 17, 2026**

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

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**AGENDA**

- 1) Call to order  
**Mayor Scott Wilkerson called to order at 5:38 p.m.**
  
- 2) Roll call and determination of quorum  
**Tom Schafer here, Jim McClure absent, Don Martin 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 February 13, 2026 at 4:15 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 of January 19, 2026
  - 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, Don yes, Linda yes, Scott yes.**
  
- 5) 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 that the dump truck is in the shop now; He said it needs a transmission. He said a chain was put on the spreader and it's up and going now.

He also advised the status of sewer pumps down. #1 pump, Cherokee Estates, is awaiting parts and #2, Cherokee Casino, is down due to a breaker. He said also the Adair Co. lift station pump #2 needs an electrician to come in and build a circuit board. He also stated the Ford tractor just came back, and repairs will be about \$14,000.00. Linda asked about who was doing the work and Waylon said Joanie Johnson Trucking. Don asked about whether residents of Cherokee Estates could still use their sewer? Waylon said yes, but that the Mayor might get an emergency call in the middle of the night saying that a bypass pump is needed. He thinks the cost on this could be anywhere from \$15,000.00 to \$40,000.00.

**CHAIRMAN:** Monthly report

c. **VICE CHAIRWOMAN:** No report

d. **MUNICIPAL AUTHORITY ATTORNEY KENNY WRIGHT:** No report

6) DISCUSSION, AND POSSIBLE ACTION ON ANY MATTER RELATED TO PURCHASE ORDERS FOR JANUARY, 2026

WATER PO# W239-W273	\$102,287.02
METER PO# M26-M30	\$ 475.00
<u>STREET PO# S109-S224</u>	<u>\$ 17,315.10</u>

**FOR A GRAND TOTAL OF: \$120,077.12**

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

7) Discussion, consideration, and possible action concerning the Town's use of credit cards; identification of how many credit cards are issued to the Town and which officers and employees currently possess those Town credit cards; the development or amendment of ordinances and/or written policies and procedures to establish procedures for the use of Town credit cards. **Scott motioned to table until next month; Linda seconded. Tom yes, Don yes, Linda yes, Scott yes.**

8) Discussion, consideration and possible action concerning the implementation and/or amendment of West Siloam Springs Ordinance Section 31.15 in relation to the position and duties of the Town Clerk/Treasurer and clarification of which employees are under the supervision of the Town Clerk/Treasurer when the Town Clerk/Treasurer is performing additional duties as contemplated by Section 31.15 (F).

**Scott motioned that Laura Poteet is the office manager by title, and that Mindy and Samantha fall under her; Linda seconded. Tom yes, Don yes, Linda yes, Scott yes.**

(Don inquired before motion if as the office manager can authorize changes to current purchase order form and Scott advised "yes.")

9) Public Input (Limited to 3 minutes).  
None.

10) Discussion on any new matters that could not have been anticipated prior to posting of the agenda, if any.

None.

11) MOTION AND VOTE TO ADJOURN./Scott motioned to adjourn at 5:48 p.m., Linda seconded.  
Tom yes, Don 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 FEBRUARY \_\_\_\_, 2026, BY \_\_\_\_\_ Time Posted: \_\_\_\_\_

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



Laura Poteet  
recorded/typed  
minutes