

**NOTICE OF MEETING AND AGENDA  
THE BOARD OF TRUSTEES FOR THE  
TOWN OF WEST SILOAM SPRINGS  
MONDAY, OCTOBER 20, 2025, AT 5:00 PM**

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NAME OF PUBLIC BODY: **BOARD OF TRUSTEES FOR THE TOWN OF WEST SILOAM SPRINGS, OKLAHOMA**

DATE: **MONDAY OCTOBER 20, 2025**

TIME: **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 5:00 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 meeting of September 15, 2025
  - a. Acknowledgment of opportunity to review minutes
  - b. Discussion, motion, and vote to approve the minutes

**Scott motioned to approve; Linda seconded. Tom yes, Jim yes, Linda yes, Scott yes.**
- 5) REPORTS FROM TOWN OFFICIALS AND/OR EMPLOYEES:
  - a. **FINANCIAL:** No report
  - b. **POLICE CHIEF KEITH BARENBERG:** Keith reported 263 contacts, 52 reportable incidents, 5 accidents for the month.
  - c. **ZONING BOARD AND PLANNING COMMISSION:** No report
  - d. **CODE ENFORCEMENT:** No report
  - e. **MAYOR SCOTT WILKERSON:** Monthly report
  - f. **VICE MAYOR LINDA DIXON:** No report
  - g. **TOWN ATTORNEY KENNY WRIGHT:** No report

6) DISCUSSION AND POSSIBLE ACTION ON ANY MATTER RELATED TO PURCHASE ORDERS FOR THE MONTH OF SEPTEMBER, 2025

|                              |                     |
|------------------------------|---------------------|
| General PO# G105-G169        | \$173,543.04        |
| TRIBAL PO#                   | \$0                 |
| EMS- CN PO#'S E3-E6:         | 34,301.10           |
| EMS NO 2 PO#S PF3:           | \$24,646.13         |
| <u>PARK PO#'S P-6</u>        | <u>\$214.30</u>     |
| <b>FOR A GRAND TOTAL OF:</b> | <b>\$232,704.57</b> |

7) Discussion and possible action on the following proposed amendments to the Employee Personnel policies of Section 16.2 concerning Vacation Leave:

1. *After one year of continuous service (1) one week (49 hrs. for Law Enforcement employees and 40 hrs. for all other employees) of paid vacation leave is authorized.*
2. *Between 3-5 years of continuous service (2) two weeks (86 hrs. for Law Enforcement employees and 80 hrs. for all other employees) of paid vacation leave is authorized.*
3. *At 6 years of continuous service and thereafter (3) three weeks (135 hrs. for Law Enforcement employees and 120 hrs. for all other employees) of paid vacation leave per year is authorized.*

*After discussion with Keith and Waylon, Scott motioned to Table this item until next month; 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 approve/appoint Don Martin as Ward 1 trustee; Linda seconded. Tom yes, Jim yes, Linda yes, Scott yes.**

*Mr. Martin to be sworn in at a later date.*

9) 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.**

10) Discussion and possible action on closing the Park Grant account at Arvest bank and depositing the balance into the Park account at Arvest bank.

**Scott motioned to close the Park Grant checking account, #34262322 and deposit funds to the Park checking account, # 15326533; both accounts at Arvest bank.**

- 11) Discussion and possible action on continuing or terminating our current cleaning services to cut expenses.  
**Scott motioned to terminate our current cleaning services; Linda seconded. Tom yes, Jim yes, Linda yes, Scott yes.**
- 12) Discussion and possible action on continuing or terminating our current pest control services to cut expenses.  
**Scott motioned to terminate our current pest control service; Linda seconded. Tom yes, Jim yes, Linda yes, Scott yes.**  
This was Manning Pest Control and they transferred the account to: Allstate Pest Control Services. There has not even been any communication (other than an invoice by email) with them.
- 13) Discussion and possible action of continuing or terminating any portion of our Cintas services to cut expenses.  
**Scott motioned to terminate the mat service part of our contract; Linda seconded. Tom yes, Jim yes, Linda yes, Scott yes.**
- 14) 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.**
- 15) Public Input (Limited to 3 minutes)/None.
- 16) Discussion on any new matters that could not have been anticipated prior to posting of the agenda, if any./None.
- 17) MOTION TO ADJOURN.  
**Scott motioned to adjourn at 5:18 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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Time Posted: \_\_\_\_\_ POSTED ON OCTOBER \_\_\_\_\_, 2025, BY \_\_\_\_\_

