

**NOTICE OF MEETING AND AGENDA  
THE BOARD OF TRUSTEES FOR THE  
TOWN OF WEST SILOAM SPRINGS  
MONDAY, MARCH 16, 2026 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, MARCH 16, 2026  
**TIME:** 5:00 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 ( )

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**AGENDA**

- 1) Call to Order  
Meeting called to order by Mayor Scott Wilkerson at 5:00 p.m.  
In memory of Jim McClure, who has passed away, he will always be with us.
- 2) Roll Call and Determination of Quorum  
Tom Schafer here, 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 March 12, 2026 at 4:40 p.m.
- 4) Discussion and possible action on any matter related to approving the minutes from the special meeting of February 13, 2026
  - a. Acknowledgment of opportunity to review minutes
  - b. Discussion, motion, and vote to approve the minutes

Scott motioned to approve the special meeting minutes; Linda seconded. Tom yes, Don yes, Linda yes, Scott yes.
- 5) Discussion and possible action on any matter related to approving the minutes from the regular meeting of February 17, 2026
  - a. Acknowledgment of opportunity to review minutes
  - b. Discussion, motion, and vote to approve the minutes

Scott motioned to approve the regular meeting minutes; Linda seconded. Tom yes, Don yes, Linda yes, Scott yes.

9) Discussion, consideration, and possible action to adopt Ordinance No. 2026-03-02 relating to removing the Town's Personnel Policy from the Code of Ordinances; repealing Title III, Chapter 31, Appendix A; and providing for repealer and severability.  
Kenny spoke and advised that our Personnel handbook should not be a part of our Ordinance or Code book. In doing so, we would need to send any modifications, or changes to be published, and then sent in to be published online also. He advised that this is costly to the Town and there is no reason that we need to be doing this. Even though our Personnel handbook is public record, he does not think it's a good idea to keep in our Ordinances filed going forward.  
Scott motioned to approve and adopt Ordinance No. 2026-03-02; Linda seconded. Tom yes, Don yes, Linda yes, Scott yes

10) Discussion and possible action on hiring an IT person.  
Keith spoke, advising that we're all in agreement that we need to get an IT person, that currently the person we are using may not be the best for us at this time. He has talked with someone out of Delaware County; he couldn't remember the name, but said this guy has quoted him an all-inclusive price (monthly) of \$400.00 approximately, just for the Police Department. He has just started talks with him and wants to get more information, hopefully by the next board meeting. He also spoke about getting a camera system, advising Best Buy has one currently for around \$600.00, and that it is expandable, with 2 TB of memory on it's own.  
He thinks our IT guy needs to have some knowledge of the camera system we end up with also; our guy we are currently using, David, with Protocol, does not do anything with any cameras. Kenny asked Keith if he was talking about Troy Helms, with Advanced Tech? Keith wasn't sure of his name, but Kenny advised that is who they use, and that he offers monthly pricing/terms.  
Scott motioned to table; Linda seconded. Tom yes, Don yes, Linda yes, Scott yes.

11) Public Input (Limited to 3 minutes)./None.

12) Discussion on any new matters that could not have been anticipated prior to posting of the agenda, if any.  
Don questioned why the credit card usage/policy was not on this agenda as it was tabled last month? Laura Poteet advised her oversight, but that it will be there next Monday.  
Kenny reiterated it needs to be on next agenda.

13) MOTION TO ADJOURN.  
Scott motioned to adjourn at 5:23 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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Time Posted: \_\_\_\_\_ POSTED ON MARCH \_\_\_\_\_, 2026 BY \_\_\_\_\_

