

**NOTICE OF MEETING AND AGENDA  
THE BOARD OF TRUSTEES FOR THE  
TOWN OF WEST SILOAM SPRINGS  
MONDAY, JULY 15, 2024, AT 6:00 PM**

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

DATE: **MONDAY, JULY 15, 2024**

TIME: **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  
**Called to order by Mayor Rhonda Wise at 6:00 p.m.**
  
- 2) Roll Call and Determination of Quorum  
**Kenzie Denny here, Jim McClure here, Scott Wilkerson absent, Linda Dixon here, Rhonda Wise here.**
  
- 3) Statement of compliance with statutory notice requirements under 25 O.S. § 311 (A)(9)  
**Laura Poteet posted the agenda here at the Town Hall on July 11, 2024, at 5:15 p.m.**
  
- 4) Discussion and possible action on any matter related to approving the minutes from the regular meeting on June 17, 2024
  - a) Reading of the Minutes
  - b) Discussion, motion, and vote to approve the minutes

**Rhonda motioned to approve the minutes; Kenzie seconded. Kenzie Denny yes, Jim McClure yes, Linda Dixon yes, Rhonda yes.**
  
- 5) REPORTS FROM TOWN OFFICIALS AND/OR EMPLOYEES:
  - a) **FINANCIAL:** Kris Kirk CPA reporting on financial status for **JUNE 2024/Kris reported that the General fund is down \$7,600.00; \$159,000 for the year. He stated that "sounds bad" but we used \$150,000.00**

- b) ARPA funds last year, that we had been awarded the previous year, so therefore it's not as bad as it sounds; leaving \$38,000.00 in the checking account for the end of the fiscal year. He also reported on sales tax collections, stating that we had the highest ever collections for the month, and that we were up 12% from last July.
- c) **POLICE CHIEF LARRY BARNETT:** Summary report on Police Department activities./Chief reported for the month there were: 162 citations given, 42 warning tickets, 31 reports taken, 6 accidents worked, 3 drug charges filed and 6 public drunk charges.
- d) **ZONING BOARD AND PLANNING COMMISSION:** No report
- e) **CODE ENFORCEMENT:** No report
- f) **MAYOR RHONDA WISE:** Monthly report
- g) **VICE MAYOR LINDA DIXON:** No report
- h) **TOWN ATTORNEY:** Report on correcting zoning issues and Interim Zoning Plan/ Bryce spoke on preparation plans for future new growth, new zoning maps, a detailed new interim code within next few months. He said he would be working with Waylon, Justin, and others on getting things up to date and ready for future new growth.

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

**7) DISCUSSION AND POSSIBLE ACTION ON ANY MATTER RELATED TO PURCHASE ORDERS FOR MONTH OF JUNE 2024**

General PO#'S G622-G671:	\$108,537.86
EMS PO#'S E14-E15:	\$336,112.78
TRIBAL PO#'S TR26:	\$60.00
<u>PARK PO#'S P31-P34:</u>	<u>\$340.28</u>

**FOR A GRAND TOTAL OF: \$449,655.98**

**Rhonda motioned to approve, Kenzie seconded; Kenzie yes, Jim 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 LeBlanc Engineering services proposal for FY24-25; and
- b. Proposed executive session pursuant to 25 O.S. § 307(B)(1), to discuss Chief Larry Barnett's annual evaluation and possible raise

- i. Discussion, motion, and vote to convene or not convene in executive session on agenda items 8(a)-(b) 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 6:10 p.m., Linda seconded. Kenzie yes, Jim yes, Linda yes, Rhonda yes.**

**Rhonda advised board back in open session at 6:45 p.m., and that minutes were taken while in executive session.**

**Rhonda motioned to affirm that no votes were taken, no action taken; Linda seconded. Kenzie yes, Jim yes, Linda yes, Rhonda yes.**

*(a) Rhonda motioned to accept LeBlanc Engineering Services' proposal for fy 2024-2025; Kenzie seconded. Kenzie yes, Jim yes, Linda yes, Rhonda yes.*

*(b) Rhonda motioned to approve a new salary of \$72,000.00 for Larry Barnett for fy 2024-2025, and to retain him for the fiscal year; Linda seconded. Kenzie yes, Jim yes, Linda yes, Rhonda yes.*

- 9) Discussion and/or possible action on all matters related to entering a Memorandum of Agreement wherein the Delaware County E-911 Public Trust provides consolidated 911 dispatch services for an annual fee of \$10,000.00

**Larry spoke on the new 911 Center and the costs are all being divided with other agencies.**

**Rhonda motioned to enter into the Memorandum of Agreement; Linda seconded. Kenzie yes, Jim yes, Linda yes, Rhonda yes.**

- 10) ANNEXATION – PUBLIC HEARING on the proposed annexation of a tract of land located on the **Corner of Cedar and Brent bearing address 6378 Cedar Drive, Colcord, OK** and as more specifically identified by the reference map and legal description attached as Exhibit "A" to this agenda. Notice of this public hearing was posted at Town Hall on **June 26, 2024, at 8:00 AM** and published in the **Siloam Springs Herald** newspaper pursuant to the requirements of 11 O.S. § 21-103(B) Public Hearing Held-no public input. **Rhonda motioned to conclude this Public Hearing; Linda seconded. Kenzie yes, Jim yes, Linda yes, Rhonda yes.**

#### 11) ORDINANCES and RESOLUTIONS

- a) ANNEXATION - Discussion and/or possible action on matters related to proposed **Ordinance 2024-07-01** approving annexation of the property located at 57752 S. 690 Road, Colcord, OK 74338, and as more specifically identified in the reference map and legal description attached as Exhibit "A" to this Agenda

(address correction made by Bryce-should read 6378 Cedar Drive)

- b) BUDGET AMENDMENT – Discussion and/or possible action on all matters related to proposed **Resolution TN-2024-07-01** amending the FY24-25 budget to create E-911 Dispatch Fund and allocate \$10,000.00 from General Fund to the E-911 Dispatch Fund

*(a) Rhonda motioned to pass ordinance 2024-07-01; Linda seconded. Kenzie yes, Jim yes, Linda yes, Rhonda yes.*

*Rhonda motioned to pass the Emergency clause on this item; Linda seconded. Kenzie yes, Jim yes, Linda yes, Rhonda yes.*

*(b) Rhonda motioned to allow the amendment of the fy 2024-2025 amending the budget to create E-911 Dispatch fund and allocate \$10,000.00 from the General Fund to the E-911 Dispatch Fund; Linda seconded. Kenzie yes, Jim yes, Linda yes, Rhonda yes.*

- 12) Discussion and possible action on approving the rezoning classification of Covenant Cove Tract 1 #8252, Tract 6 #8352, Tract 7 #8353, and Tract 8 #8289 from Residential 1 to Residential 2 (Zoning Commission Board approved with all yes)  
**Rhonda motioned to approve; Linda seconded. Kenzie yes, Jim yes, Linda yes, Rhonda yes.**
- 13) Discussion and possible action on approving replacement of old mobile home with a new 2024 Clayton Splendor 16 X 76 Mobile home on 396 Skipper Lane. Owner: Danny Fernandez. (New Mobile is 3 Bedrooms, 2 Bath)  
Code Enforcement Officer Justin advised all was in order.  
**Rhonda motioned to approve; Linda seconded. Kenzie yes, Jim yes, Linda yes, Rhonda yes.**
- 14) Discussion and possible action on granting variance of side setback up to 25 ft. For new building/ Business: Silenced Barrel Gun Store at 3130 Hwy 412 – Owner Justin Gage.  
**Rhonda motioned to grant the variance; Linda seconded. Kenzie yes, Jim yes, Linda yes, Rhonda yes.**
- 15) Discussion and possible action on wage adjustment for Town employees  
**Rhonda motioned to approve a 5% wage adjustment for salaried and hourly employees, full and part-time; Linda seconded. Kenzie yes, Jim yes, Linda yes, Rhonda yes.**
- 16) Discussion and possible action on new matters that could not have been anticipated prior to posting of agenda, if any.  
**None.**

**17) MOTION AND VOTE TO ADJOURN./Rhonda motioned to adjourn at 6:58 p.m. Linda seconded. Kenzie yes, Jim 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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Time Posted: \_\_\_\_\_

POSTED ON July \_\_, 2024, BY \_\_\_\_\_



Minutes recorded/  
typed by Laura  
Poteet

Exhibit "A"