

**NOTICE OF MEETING AND AGENDA  
THE BOARD OF TRUSTEES FOR THE  
TOWN OF WEST SILOAM SPRINGS  
MONDAY, AUGUST 19, 2024, AT 6:00 PM**

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<b>NAME OF PUBLIC BODY:</b>	<b>BOARD OF TRUSTEES FOR THE TOWN OF WEST SILOAM SPRINGS, OKLAHOMA</b>
<b>DATE:</b>	<b>MONDAY, August 19, 2024</b>
<b>TIME:</b>	<b>6:00 p.m.</b>
<b>LOCATION:</b>	<b>West Siloam Springs Town Hall, Conference Room, 4880 Cedar Drive, Colcord, OK 74338</b>
<b>TYPE OF MEETING:</b>	Regular Meeting <input checked="" type="checkbox"/> Rescheduled Regular Meeting <input type="checkbox"/> Special Meeting <input type="checkbox"/> Continued or Rescheduled Meeting <input type="checkbox"/> Emergency Meeting <input type="checkbox"/>

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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 absent, 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 at the Town Hall on August 15, 2024 at 4:00 p.m.
- 4) Discussion and possible action on any matter related to approving the minutes from the regular meeting on July 15, 2024
  - a) Reading of the Minutes
  - b) Discussion, motion, and vote to approve the minutes

Rhonda motioned to approve, Kenzie seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.
- 5) REPORTS FROM TOWN OFFICIALS AND/OR EMPLOYEES:
  - a) FINANCIAL: Kris Kirk CPA reporting on financial status for JULY 2024

Kris reported that July was a good month; that sales tax collections were up 12% from the previous July. He stated the general fund came ahead \$25,000.00 on an ordinary cash basis. That we did purchase a police car in the amount of \$56,000.00, which put the fund down \$31,000.00, but this was an investment, and at the end of the month there was \$54,000.00 in the operating account.

- b) **POLICE CHIEF LARRY BARNETT:** Summary report on Police Department activities./Larry reported for the month: There were 27 reports taken, 2 DUI charges, 6 public intox charges, 9 drug charges filed, 7 accident reports filed, along with 203 citations given. He also reported that over the weekend, a 16-year old broke into "Mad Hatters", then went to Cenex (Arrowhead Country Store), broke in and squirted lighter fluid all over inside, set it on fire, and then went to bottom of the hill, Flint Creek store, broke in, and was smoking cigarettes and drinking beer. He then called 911 and said someone broke into the store. He was still there when the officers got there, so they arrested him.
- c) **ZONING BOARD AND PLANNING COMMISSION:** No report
- d) **CODE ENFORCEMENT:** No report
- e) **MAYOR RHONDA WISE:** Monthly report
- f) **VICE MAYOR LINDA DIXON:** No report
- g) **TOWN 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 MONTH OF JULY 2024**

General PO#'S G1-G50:	\$135,594.14
POLICE SURPLUS PO#'S PS1-PS7:	\$57,160.79
TRIBAL PO#'S TR27:	\$90.00
EMS NO 2 PO#'S PF1	\$23,926.58
<u>PARK PO#'S P1-P3:</u>	<u>\$537.50</u>
<b>FOR A GRAND TOTAL OF: \$217,309.01</b>	

**Rhonda motioned to approve; Kenzie seconded. Kenzie yes, Scott 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 Melinda Keaton annual evaluation and possible raise

- i) Discussion, motion, and vote to convene or not convene in executive session on agenda items 8(a) 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 6:06 p.m., Linda seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**

**Board back from Executive session at 6:45 p.m. Bryce stated no votes, no action was taken while in Executive session.**

**Rhonda motioned to retain Melinda Keaton; Kenzie seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**

- 9) Discussion and possible action on hiring someone to clean Town Hall
- Rhonda spoke and advised Austen was doing it once a week, about an hour. She advised they have someone that is willing to come in once a week, to totally clean the whole Town Hall. It was discussed that offices would be cleaned too, such as Chief's, Waylon's, the back room where Officers are, Lobby, bathrooms. She stated first-time cleaning would probably take longer to get started. It was discussed that a flat-rate salary would be better than hourly. It was suggested by Linda \$100.00 each cleaning, which would amount to \$400.00 per month. Bryce also spoke on needing a 1099, as an independent contractor, and Kris agreed. They brought up whether she would be using her own supplies or if the Town was to supply cleaning equipment. Bryce also offered that we write up a proposal on cleaning.
- Rhonda motioned to be given the authority to hire a cleaning person, at her discretion, at \$100. 00 on a weekly basis, (once a week), with her using her own supplies; Linda seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**

#### 10) ORDINANCES AND RESOLUTIONS

- a) Proposed ordinance TN-2024-08-01 - amending the FY24-25 budget to reflect increased revenue and appropriations for public safety resources
- Bryce spoke on this, explaining that Cherokee Nation Entertainment have now given us the authority to use these funds, in our EMS account, which were strictly for the use of emergency services, which is currently \$346,211.00, for general public safety, not just for emergency services. The budget amendment just reflects this change. Kris and Larry also spoke on how these funds can be used, and reporting back to Cherokee Nation Entertainment on such. Amendment to be filed with the State Auditor's office.
- Rhonda motioned to approve ordinance TN-2024-08-01; Linda seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**

- 11) Discussion and possible action on all matters related to entering Memorandum of Understanding with Cherokee Nation Entertainment, LLC regarding emergency response, secondary response fire, and law enforcement  
Bryce and Kris spoke on this. Bryce stated that we will be getting \$8,800.00 more per month, per the MOA, along with the \$5,000.00 plus \$12,000.00 we currently receive. Kris confirmed with Bryce, the \$8,800.00 was to go to the EMS/CN fund that the \$5,000.00 we currently receive go into the General Fund, for Police Security, and that the \$12,000.00 AND the \$8,800.00 go into the EMS/CN fund for Police use.  
**Rhonda motioned to enter into and pass the Memorandum of Understanding with Cherokee Nation Entertainment, LLC; Linda seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**
- 12) Discussion and/or possible action on entering Memorandum of Understanding with the Cherokee Nation Entertainment, LLC consisting of Sanitary Sewer improvements  
**Rhonda motioned to enter into the Memorandum of Understanding with the Cherokee Nation Entertainment, LLC; Linda seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**
- 13) Discussion and/or action on all matters related to entering Memorandum of Understanding with Cherokee Nation to finance Watts water project  
Bryce spoke, advising item #13 would be discussed in more detail at next meeting.  
**Rhonda motioned that we enter into a Memorandum of Understanding with Cherokee Nation to finance Watts water project; Kenzie seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**
- 14) Discussion and possible action on renewing or paying off police car lease at Arvest (loan #2527856), with a balance of \$65,511.51.  
Larry and Kris spoke on this. Kris advised we are paying about \$300.00 per month interest, and he suggests we pay the lease off. Bryce advised it would be ok to use some of the CNE funds for this purpose.  
**Rhonda motioned to approve paying off this lease, not to exceed \$67,000.00; Linda seconded. Kenzie yes, Scott yes, Linda yes, Rhonda yes.**
- 15) Discussion and possible action on new matters that could not have been anticipated prior to posting of agenda, if any. /None.
- 16) MOTION AND VOTE TO ADJOURN./Rhonda motioned to adjourn at 6:40 p.m., Kenzie seconded. Kenzie yes, Scott 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 August \_\_, 2024, BY \_\_\_\_\_

