

NOTICE OF MEETING AND AGENDA
THE BOARD OF TRUSTEES FOR THE
TOWN OF WEST SILOAM SPRINGS
MONDAY, December 16th, 2024, AT 6:00 PM

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

DATE: **MONDAY, December 16th, 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

AGENDA

- 1) Call to Order
Mayor Rhonda Wise called to order at 6:00 p.m.
- 2) Roll Call and Determination of Quorum
Kenzie Denny here, Jim McClure here, 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 on December 12, 2024, at 4:00 p.m.
- 4) Discussion and possible action on any matter related to approving the minutes from the regular meeting on November 18, 2024
 - a) Reading of the Minutes
 - b) Discussion, motion, and vote to approve the minutes

Rhonda motioned to approve the minutes; Linda seconded. Kenzie yes, Jim 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 November 2024/**Kris reported November was a good month, even with giving out bonuses, and sales taxes going up and down. He advised the General fund came ahead by**

\$11,000.00; ahead by \$2,000.00 for the last five months, ending November 30th with a balance of \$39,000.00 in the checking account.

- b) **POLICE CHIEF LARRY BARNETT:** Summary report on Police Department activities./Chief reported the following for the month: **50 incident reports filed, 7 drug charges filed, 9 public intox charges, 5 accident reports filed and 638 citations given.**
- 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 November 2024**

General PO#'S G217-G267:	\$130,595.25
TRIBAL PO#'S TR5:	\$240.00
EMS- CN PO#'S E35- E41:	\$87,680.34
EMS NO 2 PO#'S PF5:	\$24,646.13
<u>PARK PO#'S P21:</u>	<u>\$150.00</u>
FOR A GRAND TOTAL OF: \$243,311.72	

**Rhonda motioned to approve the minutes; Linda seconded.
Kenzie yes, Jim yes, Scott yes, Linda yes, Rhonda yes.**

8) **Proposed Ordinance 2024-12-01**

- a) Discussion and/or action on all matters concerning proposed ordinance 2024-12-01 adjusting water and sewer rates effective January 1, 2025.
- b) If the Board of Trustees votes to adjust water and sewer rates effective January 1, 2025, there will be discussion and possible action on whether to pass and adopt an emergency clause making Ordinance 2024-12-01 effective immediately upon publication pursuant to 11 O.S. §§ 14-103, 14-107.

(a Rhonda motioned to approve the proposed Ordinance 2024-12-01, adjusting water and sewer rates effective January 1, 2025; Linda seconded. Kenzie yes, Jim yes, Scott yes, Linda yes, Rhonda yes.

(b Rhonda motioned to pass and adopt the emergency clause, Linda seconded, Kenzie yes, Jim yes, Scott yes, Linda yes, Rhonda yes.

- 9) **Proposed Resolution TN-2024-12-01** - Discussion and/or action on all matters related to proposed Resolution TN-2024-12-01 calling for general election on April 1, 2025, electing Trustees in Ward 3 and Ward 5 for a two-year unexpired term ending in 2027, and electing Trustees in Ward 2 and Ward 4 for a four-year term ending in 2029, and electing a Town Clerk/Treasurer for a four-year term expiring in 2029

Rhonda motioned to pass the proposed Resolution TN-2024-12-01, as stated; Linda seconded. Kenzie yes, Jim yes, Scott yes, Linda yes, Rhonda yes.

- 10) Discussion and/or action on all matters related to addendum to Dollar General tax rebate agreement raising reimbursement cap from \$175,000 to \$235,500.00

Rep for Dollar General John Rupe spoke in detail concerning they had design issues, and the need for an additional hydrant, they hit a lot of rock when laying lines, and the need to place 8" lines to allow for future plans, so their 1" line now comes off an 8" main. He stated the expenses were more than expected. Also, he advised the \$235,500.00 is a result of a 50/50 split with the City. Kris Kirk also spoke on sales tax.

Rhonda motioned to accept the agreement; Linda seconded. Kenzie yes, Jim yes, Scott yes, Linda yes, Rhonda yes.

- 11) Discussion and/or on all related to providing one-time stipend to employees for changing payroll dates

Rhonda spoke on new CPA firm; Kris' last day will be January 6, 2025. The new firm wants to change payroll dates, and changing to direct deposit. Rhonda feels a supplement needs to be there, going from Monday, December 23, and not paid again until January 10.

Rhonda motioned to give all employees, full and part-time, a one-time \$300.00 stipend for changing payroll dates; this stipend is to be paid on January 6, 2025. Linda seconded, Kenzie yes, Jim yes, Scott yes, Linda yes, Rhonda yes.

- 12) Discussion and possible action on new matters that could not have been anticipated prior to posting of the agenda, if any. /None.

- 13) **MOTION AND VOTE TO ADJOURN./Rhonda motioned to adjourn at 6:20 p.m., Linda seconded. Kenzie yes, Jim yes, Scott yes, Linda yes, Rhonda yes.**

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.

Time Posted: _____

POSTED ON December ____, 2024, BY _____

Minutes recorded/typed
by Laura Poteet