

**MEETING MINUTES OF
THE BOARD OF TRUSTEES FOR THE
TOWN OF WEST SILOAM SPRINGS
NOVEMBER 15, 2021, AT 6:00 PM**

1) Call to Order

6:01 PM

2) Roll Call and Determination of Quorum

Sam Absent, Marty Here, Linda Here, Sandra Here, Rhonda Here.

- a) Discussion and possible action on any matter related to approving the minutes from the SPECIAL MEETING ON NOVEMBER 2" 2021
- b) Discussion, motion, and vote to approve the minutes

Rhonda motions to approve the Special Meeting minutes with the confirmation that all members have read the minutes.

Linda Seconded

Marty Yes, Linda Yes, Sandra Yes, Rhonda Yes

3) REPORTS FROM TOWN OFFICIALS AND/OR EMPLOYEES:

- a) **FINANCIAL:** Kris Kirk CPA reporting on financial status for October 2021

General fund done very well Sales Tax Collection, fine Collections Excellent. GF increased by \$28,000 ending in \$159,000

b) **POLICE CHIEF LARRY BARNETT:** Summary report on Police Department activities.
23 incident reports, 9 drug charges, 292 citations and 9 accident reports

c) **ZONING BOARD AND PLANNING COMMISSION WAYLON CHANDLER** reporting on the approved updated Zoning, Ward & Corporate limits maps of the town of West Siloam Springs **Waylon was Absent from Zoning board meeting, they Approved the updated zoning Map**

- d) **CODE ENFORCEMENT:** WAYLON CHANDLER reporting on Matters related to Zoning, Ward & Corporate Limits map of West Siloam Springs. Consent to Annex signed by Linda Wade, Located @ 7664 Cedar Drive. Ordinance for the amendments to Chapter 11, for RV Standards.

- e) **MAYOR RHONDA WISE:** Brief statement regarding upcoming special elections and Ward 4 trustee vacancy. If necessary, summary report on monthly activities not covered by Town officials or employees

Sandra will not be running for ward 4 but has been kind enough to stay on till election in Feb.

Welcome Gary Fain new director of public works we will hear from him in a few,

How board voted to handle raises, cost of living raises will be evaluated every year beginning of Physical Year, the board will decide if a 2 to 5% raise will be given for supervisors, department heads and full-time employees. The only other raises will be employees that go up in rank, the police department or employees that are promoted to a higher position, with more responsibilities that will be considered. We have asked Gary to come up with a list of his employees that will have job titles, and we will go from there, on that.

- f) **VICE MAYOR LINDA DIXON:** NO REPORT

g) **TOWN ATTORNEY:** NO REPORT

- 4) PUBLIC INPUT (LIMITED TO 3 MINUTES PER PERSON)
- 5) DISCUSSION AND POSSIBLE ACTION ON ANY MATTER RELATED TO PURCHASE ORDERS FOR October 2021.

GENERAL PO WS 34696 through 34764, for a total of: \$ 165,327.09
EMS PO #133 for\$ \$ 20,060.60
PARK PO #8 for: \$ 30.00
TRIBAL PO #2 \$ 450.00

FOR A GRAND TOTAL OF: \$185,867.69

Rhonda motioned to approve the PO's for October 2021

Linda Seconded

Marty Yes, Linda Yes, Sandra Yes, Rhonda Yes.

- 6) Discussion and possible action on all matters concerning adopting Resolution 2021-11-01 calling for special election to be held on TUESDAY, FEBRUARY 8, 2022, to elect a town clerk/TREASURER and ONE trustee NOMINATED FROM WARD 4 to serve on the Board of Trustees for the Town of West Siloam Springs

Rhonda Motioned to adopt the resolution 2021-11-01 calling for a special Election to be held on Tuesday, February 8th, 2022, to elect a Town Treasurer and clerk and one trustee from ward 4 to serve on the board of trustees for the Town of West Siloam Springs

Linda Seconded

Marty Yes, Linda Yes, Sandra Yes, Rhonda Yes.

- 7) Discussion and possible action on all matters concerning adopting Resolution 2021-11-02 establishing a Policy Against Harassment and Discrimination for officers, employees, and supervisors of the Town of West Siloam Springs and the West Siloam Springs Municipal Authority

Rhonda motions that we adopt Resolution 2021-11-02 establishing a Policy against Harassment and Discrimination for officers, Employees, and Supervisors of the Town of West Siloam Springs and the West Siloam Springs Municipal Authority.

Linda seconded

Marty Yes, Linda Yes, Sandra Yes, Rhonda Yes.

- 8) Discussion and possible action on any and all matters related to the proposed ordinance 21 11-01 which will amend Chapter 11 of the West Siloam Springs Code of Ordinances. The proposed amendments include adding codified "Standards for RV Parks" to Chapter 11, Article 4, and renumbering Articles 4, 5 and 6 of Chapter 11 as "Article 4, "Standards for RV Parks", Article 5, "Prior Ordinances Repealed". Article 6, "Penalty, Grandfather Clause, Remedies."

Rhonda Motioned to add the ordinance 2021-11-01 which will amend Chapter 11 of the West Siloam Springs Code of Ordinances. The proposed amendments include adding codified "Standards for RV Parks" to Chapter 11, Article 4 and renumbering Articles 4,5 and 6 of Chapter 11 as "Article 4, "Standards for RV Parks", Article 5, "Prior Ordinances Repealed". Article 6, "Penalty, Grandfather Clause, Remedies."

Linda Seconded

Marty Yes, Linda Yes, Sandra Yes, Rhonda Yes.

- 9) If the Board passes Ordinance 21-11-01, there will be discussion and possible action on whether to pass and adopt an emergency clause making Ordinance 21-11-01 effective immediately upon publication pursuant to 11 O.S. §§ 14-103, 14-107.

Rhonda makes a motion to adopt an emergency clause making ordinance 21-11-01 effective immediately upon publication pursuant to 11 O.S. §§ 14-103, 14-107

Linda seconded

Marty Yes, Linda Yes, Sandra Yes, Rhonda Yes.

- 10) Discussion and possible action on matters relating to entering into a Consent to Annexation, Release, and Restrictive Covenant with **Linda Wade** concerning the real property described below **7664 Cedar Drive, Colcord, Oklahoma**, approving Notice of Public Hearing on Intent to Annex said Property, and if such notice is approved, to set a time and date for public hearing on intent to annex, and to order that the Notice of Public Hearing on Intent to Annex be posted at Town Hall and published in the **Siloam Springs Herald Leader** newspaper.

Parcel #: **210068086**

Real Property Legal Description:

Part of the SW 1/4 SE% of Section 27, Township 20 North, Range 25 East, Delaware County, Oklahoma, more particularly described as beginning at a point 800.29 feet East of the SW corner of said SW% SE1/4; thence North 522.75

feet; thence East 269.77 feet; thence South 522.75 feet; thence West 269.77 feet to the point of beginning, subject to the right of way of Highway 33 on the South side. Subject to any and all rights-of-way, easements, and other restrictions of record, if any. Subject to all prior mineral reservations and oil and gas leases, if any.

Rhonda motioned that we approve to enter the consent of the annexation, with Linda Wade.

Marty seconded

Marty Yes, Linda Yes, Sandra Yes, Rhonda Yes.

On the Second part of this, Rhonda motions that we approve the public notice as set for the next meeting.

Marty seconded

Marty Yes, Linda Yes, Sandra Yes, Rhonda Yes.

- 11) Discussion and possible action on applying for coronavirus relief funds under the American Rescue Plan Act ("ARPA")

Marty Motions to take no action

Linda Seconded

Marty Yes, Linda Yes, Sandra Yes, Rhonda No.

- 12) Discussion and possible action on matters related to approval of updated zoning map, ward map, and corporate limits map for Town of West Siloam Springs

Rhonda motioned to that we approve the updated Zoning map, ward map and corporate limits map for the Town of West Siloam Springs.

Linda Seconded

Marty Yes, Linda Yes, Sandra Yes, Rhonda Yes.

- 13) Discussion and possible action regarding the request of Robert Berrios, owner of the RV Park on Hwy 59 called "Berrios Properties RV Park," to split the cost of connecting 19-20 RV units to the town sewer system and whether each unit should have individual meters.

Rhonda motioned that we table Robert Berrios, owner of the RV park on Hwy 59 called "Berrios Properties RV Park," to split the cost of connecting 19-20 RV units to the Town Sewer System and Whether each unit should have individual meters.

Marty Seconded

Marty Yes, Linda Yes, Sandra Yes, Rhonda Yes.

14) Discussion and possible action on any matter related to approving Turkey Bonus for supervisors, dept. heads and full-time employees.

Rhonda motioned to approve a Turkey Bonus for Supervisors, Department heads and full-time employees for \$75.00 Net

Marty Seconded

Marty Yes, Linda Yes, Sandra Yes, Rhonda Yes.

15) Discussion and possible action on any matter related to approving Holiday Appreciation for supervisors, dept. heads and full-time employees

Rhonda motioned that we do \$300.00 across the board net.

Linda Seconded

Marty Yes, Linda Yes, Sandra Yes, Rhonda Yes.

16) Discussion and possible action on any matter related to appointing Gary Fain to South Delaware County Rural Water Association board

Rhonda makes a motion to appoint Gary Fain to South Delaware County Rural Water Association board.

Linda seconded

Marty Yes, Linda Yes, Sandra Yes, Rhonda Yes.

17) Discussion and action on any matter related to appointing Gary Fain to the Park Plan Advisory Committee.

Rhonda motioned to appoint Gary Fain to the Park Plan Advisory Committee.

Linda Seconded

Marty Yes, Linda Yes, Sandra Yes, Rhonda Yes.

18) Park Plan Advisory Committee to make recommendations and findings to the board.

Rhonda motioned that we allow the Park Plan Advisory Committee to continue as they are progressing with the Purchasing of the mulch.

Linda Seconded

Marty Yes, Linda Yes, Sandra Yes, Rhonda Yes.

19) Discussion and action on any matters concerning Park Plan Advisory Committee recommendations and findings.

Rhonda motioned to have Paul Fields on the Park Plan Advisory Committee

Linda seconded

Marty Yes, Linda Yes, Sandra Yes, Rhonda Yes.

20) Discussion and possible action on new matters that could not have been anticipated prior to posting of agenda, if any.

21) MOTION AND VOTE TO ADJOURN.

Rhonda motioned to Adjourn

Linda Seconded

Marty Yes, Linda Yes, Sandra 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. § 31

MAYOR – RHONDA WISE

VICE MAYOR – LINDA DIXON
