

**NOTICE OF MEETING AND AGENDA**  
**THE BOARD OF TRUSTEES FOR THE**  
**WEST SILOAM SPRINGS MUNICIPAL AUTHORITY**  
**MONDAY, JANUARY 15, 2024, FOLLOWING THE TOWN OF WEST SILOAM**  
**SPRINGS BOARD OF TRUSTEES MEETING THAT BEGINS AT 6:00 P.M.**

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**NAME OF PUBLIC BODY:** WEST SILOAM SPRINGS MUNICIPAL AUTHORITY, BOARD OF TRUSTEES

**DATE:** MONDAY, JANUARY 15, 2024

**TIME:** Immediately following the Town Board of Trustees Meeting that begins at 6:00 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  
Mayor Rhonda Wise called to order at 6:14 p.m.
- 2) Roll call and determination of quorum  
Makenzie Denny, Jim McClure, Scott Wilkerson, 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 at the Town Hall on January 12, 2024, at 10:00 a.m.
- 4) Discussion and possible action on any matter related to approving the minutes from the Town of West Siloam Springs municipal board meeting on December 18, 2023
  - a. Reading of the Minutes and/or acknowledgment of opportunity to review minutes prior to meeting
  - b. Discussion, motion, and vote to approve the minutes  
Rhonda motioned to approve the minutes; Kenzie seconded. Kenzie yes, Jim yes, Scott yes, Linda yes, Rhonda yes.
- 5) REPORTS FROM MUNICIPAL AUTHORITY OFFICIALS AND/OR EMPLOYEES:
  - a. **FINANCIAL REPORTS:** Kris Kirk CPA reporting on financial status for month of December 2023/Kris reported December was a good month, with cash

increasing \$7,300.00; advising that during first six months of fiscal year, the Municipal fund was up by \$29,000.00, with a balance of \$512,000.00 in the operating fund at the end of December 2023.

- b. **DIRECTOR OF PUBLIC WORKS:** Waylon Chandler to give update on current and projected projects and expenditures./Waylon reported his department has been clearing roadways, he received the sewer camera that was ordered. Also advising 1 pump is out for repair at S&D and that another pump (Adair Co.) is going out. He also advised water bill increases will probably be in March, 2024. Rhonda commended Waylon and his crew for the work they have been doing and keeping up in Town.
- c. **ENGINEER:** Cason LeBlanc will specifically report on projects and proposals under agenda items 9-10 below./Rhonda had advised Cason not to worry about attending, with possible inclement weather. He will report on these items at a later date.
- d. **CHAIRWOMAN:** Monthly report
- e. **VICE CHAIRWOMAN:** No report
- f. **MUNICIPAL AUTHORITY ATTORNEY:** No report (Available by phone).

6) **PUBLIC INPUT (LIMITED TO 3 MINUTES PER PERSON)** Tina Garner, 57402 South 711 Rd., Colcord, Ok, 74338 spoke:  
She complained about the potholes on City road CR 712, that she has to travel on.

7) **DISCUSSION, AND POSSIBLE ACTION ON ANY MATTER RELATED TO PURCHASE ORDERS FOR DECEMBER 2023**

WATER PO #'s:	\$82,200.01
STREET PO #'s:	\$13,735.60
METER PO #'s:	\$675.00

**FOR A GRAND TOTAL OF: \$96,610.61**

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

- 8) Discussion and possible action on the purchase of a 2024 3500HD, 4WD Crew Cab Work Truck equipped with a Flatbed with 2 boxes and a Ventro ET12KX, Electric/Hydraulic 3500lb, 15' boom length crane. Total cost \$77,673.00  
Waylon spoke and advised every time he calls to have S&D come out and make repairs to the lift stations' motor/pump it is about \$4,000.00 each trip. He stated this happens frequently, with rags, baby wipes, etc. getting in the motor. He thinks it will be cost-effective for the Town to make this purchase. The truck can also be used for heavy lifting jobs and help with safety concerns.  
Kris advised there was enough money in the budget to make this purchase.  
Rhonda motioned to approve the purchase; Linda seconded. Kenzie yes, Jim yes, Scott yes, Linda yes, Rhonda yes.

- 9) Discussion and action on all matters concerning replacing the Cherokee Casino Lift Station, including but not limited to, backup plan in event of failure and project engineering proposals/**Rhonda motioned to leave this item on the agenda, Linda seconded. Kenzie yes, Jim yes, Scott yes, Linda yes, Rhonda yes.**
- 10) Discussion and/or action on sewer line extension from Macadoodles site to existing sewer line located on Hwy 59/**Rhonda motioned to leave this item on the agenda for next month, Linda seconded. Kenzie yes, Jim yes, Scott yes, Linda yes, Rhonda yes.**
- 11) Discussion and action on the FY ending June 30, 2023, Auditor's report conducted by Robert St. Pierre, CPA, PC  
**Kris advised this matter was already reported on at the Town's regular meeting, with results of the audit being 100% clean.**
- 12) Discussion and/or action on all matters concerning adjustments to water bills  
**Rhonda motioned to approve; Linda seconded. Kenzie yes, Jim yes, Scott yes, Linda yes, Rhonda yes.**
- 13) Discussion and/or action on new matters that could not have been anticipated prior to posting of agenda, if any./None.
- 14) MOTION AND VOTE TO ADJOURN. /**Rhonda motioned to adjourn at 6:25 p.m., Kenzie seconded. Kenzie yes, Jim 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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POSTED ON JANUARY \_\_\_\_, 2024, BY LAURA POTEET

Time Posted: \_\_\_\_\_

\_\_\_\_\_ (initial)

Recorded/typed by  
Laura Poteet