Minutes for Special MEETING

OF THE BOARD OF TRUSTEES OF THE

TOWN OF WEST SILOAM SPRINGS, OK

AUGUST 24, 2020

TIME: 6:00 PM

PLACE: TOWN HALL

**Audioconference Meeting for Open/Special Meeting**

**no Confidential/Executive Session scheduled.**

**All Town Trustees and Staff will attend via teleconference** **unless choosing after the posting of this Agenda to attend on site in person.**

**Members of the Public may** [**join the meeting**](https://us04web.zoom.us/j/716234516?pwd=WFhMd1pBMm9GRU5YSVI2emFvaTMvZz09) **via telephone conference call:**

Dial in phone number: **888-256-8791**

 Conference #: **110#**

 PIN#: **1234**

**Instructions on how to connect via conference call:**

[Dial](https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting) the phone number: **888-256-8791**. When asked for conference number type in the conference number: **110#.** You will then be asked for the PIN # - type in **1234.**

* *You will be told that you are currently muted. To unmute, press 1 on your phone keypad. To re-mute, press 1 again.*

NOTICE WAS POSTED AT THE TOWN HALL ON AUGUST 20, 2020 AT 4 PM BY COLLEEN MCGUIRE

Minutes

1. CALL TO ORDER 6:00 PM
2. ROLL CALL AND DETERMINATION OF QUORUM

SAM, HERE; RHONDA, HERE; MARTY, HERE; LINDA, HERE; ELAINE, HERE WE HAVE A QUORUM

1. DISCUSSION AND ACTION ON APPROVING THE MINUTES FROM JULY 20, 2020

ELAINE MOTIONED TO ACCEPT THE MINUTES FROM JULY 20,2020, LINDA SECONDED

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

1. REPORTS FROM TOWN OFFICIALS
2. FINANCIAL REPORTS:

KRIS REPORTED GOOD MONTH, 3 PAYROLLS 18000 each, 3 LEASE PAYMENTS not scheduled but ok, 10,000 USED TAX, 64,000 IN SALES for August,

1. POLICE CHIEF:

9 DRUG CHARGES, 22 REPORTS FILED, 236 CITATIONS, 4 ACCIDENTS, 1 OFFICE PERSON HIRED

1. ZONING BOARD:

REVIEWED UNITED BUILT TRAILERS- APPROVED

1. CODE ENFORCEMENT:

MEETING SET UP FOR WED. AT 5PM with owner of Hurricane to discuss code requirements

Making sure Mr. Berry’s building, gets a signed release of liability, so we are not liable.

1. MAYOR:

RUN OFF ELECT on Tues Aug 25th.

OML Conference cancelled,

Census door to door,

If you do an Absentee ballot, read carefully before sending in.

Beaver springs waiting on concrete, Keith reported County not coming, we may have to do resurfacing.

Maple road, Keith reported they hauled 130 loads red dirt and grey rock on top. Raised up road.

911 meeting in Jay at 2pm Thurs 8-27-20

Prepare for Flu season, 30-60 days may shut down schools, prepare for flu season they are saying this will be the worst phase 2.

Stores in Siloam are trying to get away from using cash right now, banks are short of change, because everything was shut down, don’t know if this is true or rumor, just try not to pay with cash so if you are not set up that way, I encourage you to start looking at something.

1. VICE MAYOR NOTHING TO REPORT
2. TOWN CLERK / TREASURER NOTHING TO REPORT
3. TOWN ATTORNEY:

keeping things straight with special meetings, Waylon and I are working on Hurricane trucking office matter, C&E CONRACT we need to get people together right away to look over, October Date. I can meet at any time.

1. OTHER BOARD MEMBERS:

Sam requests Jot to review the Agenda’s, for missed information and possible duplicates and possible spelling errors.

1. DISCUSSION AND POSSIBLE ACTION ON ODOT’S PLACING 6 POLES NEAR OR ON 412. THIS WAS TABLED LAST MEETING –

No update Division 8 Engineer Randell White Table until Jot sends certified letter and invite them to September meeting. Elaine to reach out to Mr. White.

Elaine motions to Table till we hear from ODOT Jot will Email a copy of the letter to Board members.

Rhonda Seconded,

SAM, YES; RHONDA, YES; MARTY, abstains; LINDA, YES; ELAINE, YES

1. DISCUSSION AND POSSIBLE ACTION ON APPROVING THE REVISION OF THE TOWN OF WEST SILOAM SPRINGS PERSONNEL HANDBOOK.

Jot was sent revision on Aug 13th. Changes were all gone over by Jot and Rhonda, Jot over Drug part that did not need to be in there.

Table to have the updates done by Jot, he will show submitted changes and sends a clean copy to all board members.

Sam motions that we Table this till we get the clean and revised edition from Jot. Linda seconded.

 SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

1. DISCUSSION AND POSSIBLE ACTION ON PURCHASE ORDERS FOR JULY

GENERAL PO# 33672-33799 TOTALING $187,470.33

EMS PO # 113 TOTALING $19,783.63

DRUG FORFITURE PO# 20 TOTALING $175.00

 Elaine motions to approve the General PO’s, EMS PO’s, and Drug Forfeiture PO’s for July 2020

 Sam Seconded

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

1. DISCUSSION AND POSSIBLE ACTION ON HAVING A DEADLINE FOR AGENDA ITEMS FOR MONTHLY AND SPECIAL MEETINGS.

Deadline for Agenda items to be submitted by 2 pm Wednesday evening. Need to be sure that there is New business on the Regular Agendas.

Sam Motions: we have a deadline of 2pm Wednesday to have agenda items for monthly and special meetings depending on what day the special meeting falls on, at least 48 hours before that meeting.

Linda Seconded

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

1. DISCUSSION AND POSSIBLE ACTION ON AMENDING THE BUDGET FOR DIGITICKET AND OR PRICE PER MONTH $1,045.00.

They furnish equipment, we will try for a while at the Monthly cost then we can possibly do yearly cost, we can cancel at any time.

Jot will go over with Rex about signature. But the Driver’s License is like a signature, would rather have that then the signature.

We will add a line item to the Budget Per Kris Kirk

Sam motions: we amend the budget for Digi ticket, and or the price per month of $1,045.00

Rhonda seconded

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

1. DISCUSSION AND POSSIBLE ACTION ON ACCEPTING LESLIE COLANTUONO’S RESIGNATION LETTER.

Elaine motions to Accept LESLIE COLANTUONO’S Resignation letter

Sam Seconded

SAM, YES; RHONDA, NO; MARTY, YES; LINDA, NO; ELAINE, YES

1. ADJOURNMENT.
2. Elaine motions to adjourn, Rhonda Seconded.

SAM, YES; RHONDA, YES; MARTY, YES; LINDA, YES; ELAINE, YES

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AUGUST 24, 2020

**AMMENDMENT TO THE AUGUST 24, 2020 BOARD MEETING**

LET THE RECORD REFLECT THAT SAM BYERS HAS CHANGED HIS VOTE TO A “NO” VOTE, ON ITEM 13. OF THE BOARD OF TRUSTEES MEETING HELD ON AUGUST 24TH, 2020.

NOW STANDS IN THE RECORD AS **A “NO” VOTE** ON ITEM 13.

1. DISCUSSION AND POSSIBLE ACTION ON ACCEPTING LESLIE COLANTUONO’S RESIGNATION LETTER.

Elaine motions to Accept LESLIE COLANTUONO’S Resignation letter

Sam Seconded

SAM, YES; RHONDA, NO; MARTY, YES; LINDA, NO; ELAINE, YES

1. DISCUSSION AND POSSIBLE ACTION ON ACCEPTING LESLIE COLANTUONO’S RESIGNATION LETTER.

Elaine motions to Accept LESLIE COLANTUONO’S Resignation letter

Sam Seconded

**SAM, NO**; RHONDA, NO; MARTY, YES; LINDA, NO; ELAINE, YES

**LESLIE COLANTUONO’S RESIGNATION LETTER WAS NOT ACCEPTED. PER TOWN ATTORNEY’S RECOMMENDATION TO CHANGE THE RECORD ON AUGUST 24, 2020 BOARD OF TRUSTEES MEETING MINUTES TO REFLECT THE SAME VOTE AS THE MUNICIPAL MEETING HELD DIRECTLY AFTER THIS MEETING ON AUGUST 24TH, 2020.**

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**MAYOR – ELAINE CARR VICE MAYOR – RHONDA WISE**