

Minutes

NOTICE OF A REGULAR MEETING
OF THE **MUNICIPAL AUTHORITY** OF THE
TOWN OF WEST SILOAM SPRINGS, OK
JUNE 15, 2020

TIME: Right after Board Meeting
PLACE: WEST SILOAM SPRINGS TOWN HALL

Join Zoom Meeting of Board of Trustees
<https://us02web.zoom.us/j/89135568369>

Meeting ID: 891 3556 8369

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All Trustees will appear remotely via Zoom unless an individual Trustee(s) opts to attend the meeting in person at the Town Hall. IMMIDIATLY FOLLOWING BOARD OF TRUSTEES MEETING

1. CALL TO ORDER. 8:50
2. ROLL CALL AND DETERMINATION OF QUORUM. All present
3. DISCUSSION AND POSSIBLE VOTE ON APPROVING THE MINUTES OF THE MAY 18, 2020 OF THE MUNICIPAL AUTHORITY. Sam motion to approve, Rhonda Seconded, all approved.
4. DISCUSSION AND POSSIBLE VOTE ON APPROVING THE TOWN OF WEST SILOAM SPRINGS FINANCIAL REPORTS FOR MAY 2020. Report from Kris Municipal Authority had \$1,600. Lower due to Casino Otherwise doing good. Add Purchase orders under financial per Hartley Law Firm. Elaine motioned to approve the financial report for May 2020. Rhonda seconded; Elaine motioned to approve the PO's also under the financials report section Number 4.

5. Add Purchase orders under financial per Hartley Law Firm. With no changes Elaine motioned add the PO Municipal authority under advisement of Hartley Law firm, to approve, Linda Seconded, and all approved.
6. DISCUSSION AND POSSIBLE VOTE ON APPROVING THE PROPOSED FY 2020/2021 BUDGET. Same recommendations as in General Marty Motioned to approve, Rhonda seconded, all approved.
7. SDCRWA CONTRACT DISCUSSION AND OR APPROVAL OF COMBINED AMENDED WATER PURCHASE CONTRACT INCORPORATING 2019 AMENDMENTS. Sam motions to approve from last meeting, General. Linda Seconded all approve
8. DISCUSSION AND POSSIBLE VOTE ON HANDING OUT THE EMPLOYEE HANDBOOK FOR ALL EMPLOYEE'S TO LOOK OVER AND REVISE, DUE BACK IN 30 DAYS FOR REVISIONS TO BE MADE AS ADVISED. Paper needs signed saying received. No Objections in 30 or Objections to be brought to Department heads.
Elaine Motion with sign in and out form Sam wants Objections or no objections to handbook approve, Rhonda Seconded, all approved
9. DISCUSSION AND POSSIBLE ACTION ON CLOSING COX ACCOUNT No action
Elaine motioned no action, Marty seconded and all approved.
10. REPORTS FROM MUNICIPAL OFFICIALS AND/OR EMPLOYEES:
 - A. WATER SUPERINTENDANT
Raymond has been busy mowing, the bridge is done needs resurfacing, next to get bids on Asphalt for the park, for track, hopefully Thursday. Would like to have Electricity run as well.
11. DISCUSSION AND POSSIBLE VOTE ON ASSISTANT SECRETARY FOR WEST SILOAM SPRINGS MUNICIPAL AUTHORITY. SAM MOTION THAT WE HAVE RHONDA WISE under the ADVISEMENT OF OUR ATTORNEY, NO CONFLICT OF HOLDING DUAL OFFICES UNDER OK 110 section 8-106, Elaine seconded, all approved
12. DISCUSSION AND POSSIBLE VOTE TO REMOVE CAROLYN BUTTS FROM THE BANK RECORDS FOR AUTHORIZATION TO SIGN CHECKS. Sam motion not to remove due to her being treasurer, Marty seconded, and all approved.
 - A. Action regarding Annual contract renewal of Jot Hartley and Hartley Law firm, PLLC for Attorney of town of West siloam Springs for Fiscal Year 2020-2021.

Sam motion to retain Jot Hartley as our attorney with no changes. Linda seconded all approved.

- B. Action on renewing annual contract with Kris Kirk, CPA No Change
Sam Motion to retain Kris Kirk as CPA with no increase, Rhonda Seconded, All approved

Action on Discussion and action on approving Robert St. Pierre, C.P.A., P.C. accounting firm for the yearly audit ending June 2021 for the town of west siloam springs and West Siloam Springs Municipal Trust Authority No Change
Sam motion to retain him as our Auditor for 2021 with no changes to contract.
Linda seconded all approved

- C. Action on Employee 90-day evaluation and retention for Colleen McGuire
PERSONNEL MATTERS Discussion and action on Employee 90-day evaluation and retention for Colleen McGuire SAM MOTIONED THAT WE RETAIN her as an employee for West siloam springs at \$16.00 an hour on the recommendation of Keith. Linda seconded and all approved

- 15. PUBLIC INPUT (LIMITED TO 3 MINUTES PER PERSON).
No Figures for the Financial back it up to #4 for the Financials
- 16. NEW BUSINESS.
Keith brought up that Leon Davis wants water to his property not in the city limits. Water on other side of the road he is willing to pay for the water line to be put into the property. He will be paying the higher rate and put in a Fire hydrant. Across from church. Pre annexation agreement.
- 17. Payday voted to move Payday to Wednesday before or by 12 PM Bringing up Direct Deposit to next agenda next month. We can do both.
- 17. ADJOURNMENT. Elaine motions to Adjourn, Sam seconded, and all approved.

ELAINE CARR
MAYOR

CAROLYN BUTTS
TOWN CLERK/TOWN TREASURER
By: RHONDA WISE, Vice-Mayor