

MEETING MINUTES
THE BOARD OF TRUSTEES FOR THE
WEST SILOAM SPRINGS MUNICIPAL AUTHORITY
MONDAY, DECEMBER 20, 2021, immediately following the Town Board of Trustees
Meeting that begins at 6:00 p.m.

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

DATE: **DECEMBER 20, 2021**

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)

MINUTES

- 1) Call to order: **6:13 PM**
- 2) Roll call and determination of quorum
SAM HERE, MARTY ABSENT, LINDA HERE, SANDRA HERE, RHONDA HERE
- 3) Discussion and possible action on any matter related to approving the minutes from the regular meeting on November 15, 2021.
 - a. Acknowledgement of opportunity to review minutes
 - b. Discussion, motion, and vote to approve the minutes
RHONDA MOTIONED TO APPROVE THE MINUTES FROM NOVEMBER 15, 2021.
SAM SECONDED
SAM YES, LINDA YES, SANDRA YES, RHONDA YES
- 4) REPORTS FROM MUNICIPAL AUTHORITY OFFICIALS AND/OR EMPLOYEES:
 - a. **FINANCIAL REPORTS:** Kris Kirk CPA reporting on financial status for November 2021.
 - b. **DIRECTOR OF PUBLIC WORKS:** Gary Fain reporting on status of projects and infrastructure.
LEON DAVIS ADDITION, IS COMPLETE, BERRIOS FINAL PLANNING STAGE 19 SEWER DROPS, PARK PROJECT ALMOST FINALIZED
 - c. **CHAIRMAN:** If necessary, summary report on updates and activities not covered by Municipal Authority supervisors or employees
 - d. **VICE CHAIRMAN:** No report

- e. **MUNICIPAL AUTHORITY CLERK:** No report
- f. **MUNICIPAL AUTHORITY ATTORNEY:** No report

5) PUBLIC INPUT (LIMITED TO 3 MINUTES PER PERSON)
STORM CROW AND CHERRY CREEK, TOWN HAS NO AUTHORITY TO HELP, JUDICIAL ACTION IN JAY OK.
DAVID MORRIS DELAWARE SOLID WASTE, TO HAVE ACCESS AND BUILDING BEHIND THE INCINERATOR BUILDING ONLY NEED 2 POST AND A SLIDING GATE, AND COUPLE OF MORE WIRES FOR CONVEINANCE CENTER.

6) DISCUSSION, AND POSSIBLE ACTION ON ANY MATTER RELATED TO PURCHASE ORDERS FOR NOVEMBER 2021

WATER PO #'S 12234-12262 for a total of:	\$104,980.11
METER PO #'S 721-724 for a total of:	\$327.97
STREET PO #'S 1641-1643 for a total of:	\$3,027.93
FOR A GRAND TOTAL OF:	\$108,336.01

SAM MOTIONED TO APPROVE PURCHASE ORDERS
RHONDA SECONDED
SAM YES, LINDA YES, SANDRA YES, RHONDA YES

7) Discussion and possible action on matters about appointing Gary Fain as Purchasing Officer for the Municipal Authority which will give Mr. Fain authority to purchase supplies, materials, equipment, and contractual services on behalf of the Municipal Authority for transactions less than or equal to \$25,000.00 pursuant to *Code of Ordinances for West Siloam Springs, Ch. 7, § 1.*

SAM MOTIONED TO HAVE GARY FAIN BE THE PURCHASING AGENT FOR THE MUNICIPAL AUTHORITY FOR TRANSACTIONS LESS THAN OR EQUAL TO \$25,000.
LINDA SECONDED
SAM YES, LINDA YES, SANDRA YES, RHONDA YES

8) Discussion, motion and vote to appoint deputy purchasing agent to request funds on behalf of the Municipal Authority when Purchasing Officer is unavailable.

RHONDA MOTIONED TO TABLE THIS
SAM SECONDED
SAM YES, LINDA YES, SANDRA YES, RHONDA YES

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

10) MOTION AND VOTE TO ADJOURN.
RHONDA MOTIONED TO ADJOURN
LINDA SECONDED
SAM 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. § 311.

CHAIR – RHONDA WISE

VICE CHAIR – LINDA DIXON