

MINUTES OF THE REGULAR MEETING
OF THE TOWN OF PORTER HELD
THURSDAY, SEPTEMBER 5, 2024

1. Call to order.

The meeting was called to order by Mayor Bradah Littlefield at 6:00 p.m.

2. Roll call, declaration of a quorum being present.

Members present were: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. A quorum was present.

Others present were: Charles Newley Bratt, Kimberly Mullen, Kendra Moore, Joey Hatfield, Paul Wood, Dahlita Tracy, Jackie Todd, Kerry Yochum, Paul Nguyen, Teddy Abbott, and Shirley Herring

3. Prayer.

Mayor Bradah Littlefield said a prayer.

4. Pledge of Allegiance.

The Board members and members of the audience recited the Pledge of Allegiance.

5. Necessary action concerning approval of the consent agenda:

- a. Approval of the minutes of the previous meeting.
- b. Approval of the purchase orders.
- c. Approval of the payroll purchase orders.

Motion was made by Whitney Littlefield to approve the consent agenda (items a, b, and c). The motion was seconded by Norma Meyer. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

6. Consideration and possible action on items removed from the consent agenda.

No items were removed from the consent agenda.

7. Appearances or petitions from the audience:

- (a) Charles Bratt concerning building 9 tiny houses in the Town limits to be available for citizens age 55 and older.

Charles Bratt appeared before the Board. Mr. Bratt said instead of tiny houses, he is considering building duplexes or triplexes. He said these residents will be built on land he owns that is located in Porter Acres. He said the houses, duplexes, or triplexes will each have 2 bedrooms and 2 bathrooms. Mr. Bratt said he is going to make these residents into a community for citizens ages 55 and older.

- (b) Others from the audience.

There were no appearances or petitions from others in the audience.

8. Discussion and necessary action concerning:

(a) Project for Economic Development REAP Grant through Indian Nations Council of Government (INCOG).

The Board members discussed projects that need to be completed. Motion was made by Bradah Littlefield to apply to replace the waterline on Highway 51B from Tullahassee to Porter. The motion was seconded by Clifford Marshall, Jr. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(b) Project for Transportation REAP Grant through INCOG.

The Board members discussed streets that need to be repaired. Motion was made by Whitney Littlefield to apply to resurface streets. The motion was seconded by Kristin Eaton. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(c) Approval of Resolution #2024-4, authorizing application for REAP Grant from INCOG.

This resolution authorizes the Town of Porter to apply for both the Economic Development Grant and the Transportation Grant. Motion was made by Clifford Marshall, Jr. to approve Resolution #2024-4, authorizing application for REAP Grant from INCOG. The motion was seconded by Norma Meyer. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(d) Approval of establishing a retirement plan for the Town of Porter's employees through the Oklahoma Municipal Retirement Fund (OkMRF).

Mayor Bradah Littlefield said a representative from OkMRF came to office and discussed this retirement plan. This plan requires the employee to contribute to the plan. The Town of Porter would also be required to contribute to the plan. The amounts the employee and the Town contribute are based on the type of plan the employees choose. Mayor Littlefield asked the employees that were present at the meeting if they wanted to participate in this retirement plan. The employees said there is a lot of stipulations with this plan. The employees said they would like to have more information and a definite figure on how much they would be required to contribute out of each paycheck. Motion was made by Clifford Marshall, Jr. to take no action on this item. The motion was seconded by Norma Meyer. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(e) Approval of a building permit for Charles Bratt to build 9 tiny homes in the Town limits.

Motion was made by Whitney Littlefield to approve a building permit for Charles Bratt to build 9 tiny homes in the Town limits. The motion was seconded by Bradah Littlefield. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(f) Approval of building permit for Paul Nguyen to rebuild privacy fence at 1329 E. Allred Court.

Paul Nguyen appeared before the Board. Mr. Nguyen said the fence that was installed needs to be moved. Motion was made by Bradah Littlefield to approve the building permit for Paul Nguyen to rebuild privacy fence at 1329 E. Allred Court. The motion was seconded by Whitney Littlefield. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(g) Approval of city sponsored Trunk or Treat.

The Board members discussed the date, time, and location for this event. Motion was made by Norma Meyer to have the city sponsored Trunk or Treat at the Red Barn on Halloween night, Thursday October 31, 2024, at 6:00 p.m. The motion was seconded by Clifford Marshall, Jr. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(h) Approval to purchase candy to give out to the school kids on Halloween.

Mayor Bradah Littlefield said the school kids come downtown trick or treating on Halloween morning. She said it is not right for the employees to have to buy the candy to give out to the kids. Motion was made by Clifford Marshall, Jr. to approve for the Town to purchase the candy to give out to the school kids on Halloween. The motion was seconded by Kristin Eaton. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

9. Reports from:

(a) Fire Department.

Fire Chief Adam Springsted could not be present at the meeting; therefore, no report was available from the Fire Department.

(b) Department heads.

No reports.

(c) Mayor.

No report.

10. New business.

There was no new business to be discussed.

11. Adjournment.

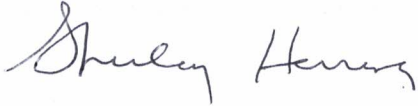
Motion was made by Whitney Littlefield to adjourn. The motion was seconded by Norma Meyer. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

Meeting adjourned at 6:38 p.m.

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A handwritten signature in black ink, appearing to read "Bradah Littlefield". The signature is fluid and cursive, with the first name "Bradah" written in a slightly larger, more prominent script than the last name "Littlefield".

BRADAH LITTLEFIELD, MAYOR

A handwritten signature in black ink, appearing to read "Shirley Herring". The signature is cursive and elegant, with the first name "Shirley" written in a larger, more decorative script than the last name "Herring".

SHIRLEY HERRING, TOWN CLERK