

MINUTES OF THE REGULAR MEETING
OF THE TOWN OF PORTER HELD
THURSDAY, AUGUST 10, 2023

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: Jackie Todd, Adam Springsted, Nick Jackson, Kendra Moore, Todd Price, 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 Clifford Marshall, Jr. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

6. Consideration of items removed from the consent agenda.

No items were removed from the consent agenda.

7. Appearances or petitions from the audience.

There were no appearances or petitions from the audience.

8. Discussion and possible action concerning

- (a) Project for Rural Economic Action Plan (REAP) Grant through Eastern Oklahoma Development District (EODD).

The Boards members discussed remodeling the bathrooms and doing some other improvements to Town Hall. Motion was made by Whitney Littlefield to apply for doing improvements to Town Hall. 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) Approval of Resolution #2023-4, authorizing application for financial assistance from the REAP Fund through EODD.

This resolution states that it is in the best interest of the citizens of the Town of Porter to expedite the preparation and submission of an application for financial assistance from the REAP Fund in the form of a grant. Motion was made by Whitney Littlefield to approve Resolution #2023-4, authorizing application for financial assistance from the REAP Fund through EODD. The motion was seconded Clifford Marshall, Jr. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

- (c) Project for Economic/Community Development REAP Grant through Indian Nations Council of Governments (INCOG).

The Board members discussed crosswalks and school zone signs. Motion was made by Whitney Littlefield to apply for school zone and street signs. 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.

- (d) Project for Transportation REAP Grant through INCOG

The Board members discussed streets that needed to be repaired. Motion was made by Bradah Littlefield to apply to repair First Street, Cressthaven Avenue, and Dixieland Ave. 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.

- (e) Approval of Resolution #2023-5, authorizing application for REAP Grant from INCOG.

This item was inadvertently omitted.

- (f) Hiring auditor to prepare the audit report for the fiscal year ended June 30, 2023.

Motion was made by Whitney Littlefield to hire Ralph Osborn to prepare the audit report for the fiscal year ended June 30, 2023. 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.

- (g) Purchasing shirts for employees.

Mayor Littlefield said she would like to have shirts for the employees to wear to meetings and training that have a peach and the Town of Porter embroidered on the shirts. Motion was made by Bradah Littlefield to purchase shirts. 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.

(h) Allowing or not allowing future Mud Bogs.

Mayor Bradah Littlefield said the Mud Bog people left trash and big ruts. The board members looked at pictures of the ruts. Mayor Littlefield said these ruts made it hard to mow. Motion was made by Bradah Littlefield to not allow future Mud Bogs. 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.

(i) Paying Justin Drywater for weed eating at Greenwood Cemetery.

Jackie Todd said there was a funeral coming up, and the employees did not have time to weed eat the cemetery, due to having to repair water leaks, install water taps, taking care of the sewer plant, etc. Jackie said he asked Justin Drywater to weed eat the cemetery. He said Justin worked all day Thursday and Friday. Jackie said he told Justin he would be paid \$200.00. Whitney Littlefield said the Board should have approved this before Justin did the work. Jackie said there wasn't time to get Board approval. Jackie said if the Board does not vote to pay Justin, he will pay him out of his own money. Motion was made by Clifford Marshall to pay Justin Drywater \$200.00 for weed eating at Greenwood Cemetery. The motion was seconded by Kristin Eaton. Voted yes: Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: Whitney Littlefield. Motion carried.

(j) Approval of building permit for Kellie Youngblood.

The Board members looked over the permit. Kellie Youngblood purchased 64 acres of land, which has been annexed into the city limits. Ms. Youngblood is wanting to place a mobile home on 5 acres of land that will be divided out from the original 64 acres. Motion was made by Bradah Littlefield to approve the building permit for Kellie Youngblood. The motion was seconded by Clifford Marshall, Jr. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr. and Kristin Eaton. Voted no: Norma Meyer. Motion carried.

9. Reports from:

(a) Fire Department.

Fire Chief Adam Springsted reported that the firefighters responded to 23 calls in July, which included 18 medical calls, 2 grass fires, 1 vehicle fire, 1 structure, and 1 bomb threat. He said the fire department used 21,000 gallons of water in July. Adam said he receive a quote for repairing two storm sirens (the one on the hill by the Red Barn and the one on Hale Avenue.). The Board member looked over the quote. The quote was for \$6,375.00 from Table Rock Alerting Systems.

(b) Department heads.

No reports.

(c) Mayor

No report.

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10. New business.

Motion was made by Whitney Littlefield to repair the two storm sirens (the one on the hill by the red barn and the one on Hale Avenue) for \$6,375.00 to be paid out of ARPA funds. 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.

. Adjournment.

Motion was made by Whitney Littlefield to adjourn. 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

Meeting adjourned at 6:45 p.m.



BRADAH LITTLEFIELD, MAYOR



SHIRLEY HERRING, TOWN CLERK