

MINUTES OF THE REGULAR MEETING
OF THE TOWN OF PORTER HELD
THURSDAY MAY 7, 2020

1. Call to order.

The meeting was called to order by Mayor Sharon Payne at 7:01 p.m.

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

Members present were: Tonya Springsted, Sam Hendrix, Jim Bias, Wayne Collins, and Sharon Payne. A quorum was present.

Others present were: Adam Karnes, Penny Karnes, Jackie Todd, Joey Hatfield, Nick Jackson, Adam Springsted, Ron Cates, and Shirley Herring.

3. Prayer.

Jim Bias said a prayer.

4. Pledge of Allegiance.

Tonya Springsted led the Pledge of Allegiance.

5. Mayor to address Board members and audience.

Mayor Sharon Payne said she would like to thank the Board members for all they have been doing.

6. Board members to address Town Attorney.

Town Attorney Ron Cates was present at the meeting. None of the Board members had any questions for Mr. Cates.

7. Necessary action concerning approval of the consent agenda.

(a) Approval of the minutes of the previous meetings.

(b) Approval of the purchase orders.

(c) Approval of the payroll purchase orders.

Motion was made by Sharon Payne to approve items (b) and (c) of the consent agenda, and to pull off item (a) for further discussion. The motion was seconded by Jim Bias. Voted yes: Tonya Springsted, Sam Hendrix, Jim Bias, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried

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

Jim Bias said the minutes for the special meeting for April 21, 2020, under roll call had Tonya Springsted listed as present, and then the minutes stated that Tonya Springsted was absent. Town Clerk Shirley Herring said this was an error. She said Tonya Springsted was present at the meeting. Motion was made by Sharon Payne to approve the minutes of the previous meetings with the change to April 21st minutes striking out that Tonya Springsted was absent. The motion was seconded by Jim Bias. Voted yes: Tonya Springsted, Sam Hendrix, Jim Bias, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

9. Discussion and possible action concerning:

- (a) Hiring contract labor to mow Greenwood Cemetery on a monthly basis.

Jackie Todd said Matt Willhite will mow and weed eat the cemetery at least three times per month for \$1,500.00 per month. Matt Willhite was present at the meeting. Matt said he has two mowers and a helper. He said they will mow one day and weed eat the next day. He said his mowers will fit between the stones. Matt said he has a blower. He said if any grass gets on the stones, he will blow it off. The Board members talked about having a four month contract for May, June, July, and August, with the option to extend the contract, if necessary. Motion was made by Sharon Payne to hire Matt Willhite to mow Greenwood Cemetery at \$1,500.00 per month, to have Town Attorney Ron Cates draw up a contract for the mowing, and to authorize Matt Willhite to proceed with the mowing. The motion was seconded by Wayne Collins. Voted yes: Tonya Springsted, Sam Hendrix, Jim Bias, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

- (b) Purchasing two mowers.

No action was taken on this item.

- (c) Hiring person to assist with preparation of 2020-2021 budget.

Mayor Payne said the auditor Ralph Osborn said he will assist with preparing the 2020-2021 budget for \$500.00. Mayor Payne said she is going to have a special meeting on Tuesday, May 19, 2020, at 3:00 p.m. for the Board members and auditor to work on preparing the 2020-2021 budget. Motion was made by Sharon Payne to hire Ralph Osborn to assist with preparation of 2020-2021 budget for \$500.00. The motion was seconded by Jim Bias. Voted yes: Tonya Springsted, Sam Hendrix, Jim Bias, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

- (d) Approval of new members to Porter Fire Department.

Fire Chief Adam Springsted said he had applications from Dallas Culp and Trey Culp. He said he would like to put them on the Porter Fire Department. Motion was made by Sharon Payne to approve Dallas Culp and Trey Culp as new members of the Porter Fire Department. The motion was seconded by Jim Bias. Voted yes: Tonya Springsted, Sam Hendrix, Jim Bias, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

- (e) Removal of Jeremy Jenkins from the Porter Fire Department.

Fire Chief Adam Springsted said the firefighters met and amended the fire departments policies and procedures to add that all members must live within 5 miles of one of the following fire department areas (Porter, Redbird, or Tallahassee). He said they also added when a firefighter is in route from his residence to the fire station to respond to a fire, he must not exceed the posted speed limit. Adam said if the firefighter is in an accident driving from his residence to the fire station, the Town would not be liable. Adam said Jeremy Jenkins lives within 5 miles of the Redbird Fire Department. Motion was made by Sharon Payne to remove this item from the agenda. The motion was seconded by Jim Bias. Voted yes: Tonya Springsted, Sam Hendrix, Jim Bias, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

(f) Approval of purchase orders for Fire Department.

Assistance Fire Chief Nick Jackson said he has one purchase order for approval. He said this purchase order is to Cross H Trailer Sales in Wagoner for \$2,100.00 for a 2020 83x16 trailer. Motion was made by Sharon Payne to approve the purchase of a 2020 trailer from Cross H Trailer Sales for \$2,100.00. The motion was seconded by Wayne Collins. Voted yes: Tonya Springsted, Sam Hendrix, Jim Bias, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

(g) Closing North 8th Street from West Keystone Avenue to West New Haven Avenue.

Adam Karnes was present at the meeting. He said this street is not open, but if the street was ever opened, it would run through the middle of his property. Adam Karnes said he is going to put two mobile homes on this property. Town Attorney Ron Cates said the closing of this street will have to be done by ordinance. Motion was made by Sharon Payne to close North 8th Street from West Keystone Avenue to West New Haven Avenue and to have the Town Attorney prepare the ordinance. The motion was seconded by Jim Bias. Voted yes: Tonya Springsted, Sam Hendrix, Jim Bias, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

(h) Closing West Loring Avenue from North 7th Street to North 9th Street.

Adam Karnes said this street also runs through his property. The Board members looked at the location of this street on the map. Jackie Todd said there are utilities located in the alley on the west side of 7th Street in Block 82. Town Attorney Ron Cates said the street could be closed from the east side of Block 82 to North 9th Street, which would not affect the utilities. Motion was made by Sharon Payne to direct Town Attorney Ron Cates to draw up an ordinance to close the areas as requested. The motion was seconded by Wayne Collins. Voted yes: Tonya Springsted, Sam Hendrix, Jim Bias, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

10. Reports from:

(a) Fire Department.

Fire Chief Adam Springsted said in April, the firefighters responded to 18 calls, which included 9 medical calls, 6 motor vehicle accidents, 1 brush fire, 1 vehicle fire, and 1 public assist.

(b) Department heads.

Tonya Springsted said she spoke with Town Attorney Ron Cates about what to ask the applicants that applied for the secretary's job. She said she will be doing some calling. Tonya said applications were closed on March 20th; therefore, no more applications can be taken at this time.

11. New business.

No new business was addressed.

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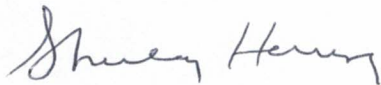
12. Adjournment.

Motion was made by Sharon Payne to adjourn. The motion was seconded by Wayne Collins. Voted yes: Tonya Springsted, Sam Hendrix, Jim Bias, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

Meeting adjourned at 7:55 p.m.



SHARON PAYNE, MAYOR



SHIRLEY HERRING, TOWN CLERK