

MINUTES OF THE REGULAR  
MEETING OF THE PORTER PUBLIC  
WORKS AUTHORITY HELD  
THURSDAY, JANUARY 9, 2020

1. Call to order.

The meeting was called to order by Chairman Sharon Payne at 7:53 p.m.

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

Members present were: Tonya Springsted, Sam Hendrix, Matt Willhite, and Sharon Payne. Adams Karnes had resigned effective January 6, 2020. A quorum was present.

Others present were: Jackie Todd, Ronnie Boswell, Bradah Littlefield, Whitney Littlefield, Wayne Collins, Joey Hatfield, Nick Jackson, Adam Springsted, and Shirley Herring.

3. 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.

Sam Hendrix said he would like to pull the minutes from the consent agenda for some corrections

Motion was made by Sam Hendrix to approve items b and c of the consent agenda. The motion was seconded by Matt Willhite. Voted yes: Tonya Springsted, Sam Hendrix, Matt Willhite, and Sharon Payne. Voted no: None. Motion carried.

4. Consideration of items removed from the consent agenda.

Sam Hendrix said on the minutes for the December 5, 2019, meeting under item 6 (d) it stated a raise for Joey Hatfield for finishing classes. He said it should have said a raise for Joey Hatfield for obtaining his C Wastewater Lab license. Motion was made by Sam Hendrix to correct the agenda and minutes to state raise for Joey Hatfield for obtaining his C Wastewater Lab license. The motion seconded by Sharon Payne. Voted yes: Tonya Springsted, Sam Hendrix, Matt Willhite, and Sharon Payne. Voted no: None. Motion carried.

5. Appearances or petitions from the audience.

There were no appearances or petitions from the audience.

6. Discussion and possible action concerning:

- (a) Adopting the Modified Cash Method of Accounting for financial purposes.

Motion was made by Sharon Payne to adopt the Modified Cash Method of Accounting for financial purposes. The motion was seconded by Sam Hendrix. Voted yes: Tonya Springsted, Sam Hendrix, Matt Willhite, and Sharon Payne. Voted no: None. Motion carried.

(b) Approving that any equipment purchased for \$2,500.00 or more be capitalized and depreciated using straight line depreciation.

Motion was made by Sharon Payne to approve that any equipment purchased for \$2,500.00 or more be capitalized and depreciated using straight line depreciation. The motion was seconded by Matt Willhite. The motion was seconded by Sam Hendrix. Voted yes: Tonya Springsted, Sam Hendrix, Matt Willhite, and Sharon Payne. Voted no: None. Motion carried.

(c) Purchasing an Orion STAR PH meter, bench top kit with triode.

Sewer Plant Operator Joey Hatfield said this meter is used to measure the PH levels. He said the PH levels have to be measured every day. Joey said the cost of the meter is \$1,155.00. Sam Hendrix said it is recommended that the probe be changed out every two years, but the probe is usually good for three years. Joey Hatfield said the PH meter he is currently using is an old meter. Motion was made by Sam Hendrix to purchase an Orion STAR A211 PH meter, bench top kit with triode. The motion was seconded by Sharon Payne. Voted yes: Tonya Springsted, Sam Hendrix, Matt Willhite, and Sharon Payne. Voted no: None. Motion carried.

(d) Purchasing marquee sign from Green Country LED.

Ronnie Boswell, President of Green Country LED was present at the meeting to answer any questions the Board members had concerning the sign. He said the cost of the sign is \$12,600.00. Sharon Payne said the sign could be paid out of the Rainy Day Fund. Mr. Boswell said the Town could sell advertising spots on the sign. He said there are eight spots on each side. Motion was made by Sharon Payne to purchase the marquee sign from Green Country LED for \$12,600.00, with the money to pay for the sign to be taken out of the Porter Public Works Authority's Rainy Day Fund. The motion was seconded by Sam Hendrix. Voted yes: Tonya Springsted, Sam Hendrix, Matt Willhite, and Sharon Payne. Voted no: None. Motion carried.

(e) Raise for Joey Hatfield for completing C Wastewater classes.

Jackie Todd said Joey Hatfield completed the C Wastewater classes on December 12, 2019, and he was supposed to take the test to get his C Wastewater license on December 13, 2019; however, he was not allowed to take the test because the proper paperwork was not sent in. Jackie said Joey is scheduled to take the test on January 10, 2020. Motion was made by Sam Hendrix to give Joey Hatfield a 50 cent per hour raise retroactive to December 13, 2019; with the stipulation he passes the C Wastewater test. The motion was seconded by Sharon Payne. Voted yes: Tonya Springsted, Sam Hendrix, Matt Willhite, and Sharon Payne. Voted no: None. Motion carried.

7. Reports from Department heads.

Jackie Todd said the communication system between the towers is still being installed. Joey Hatfield said the electrician installing the communication equipment had an emergency at another wastewater treatment plant, so he had to stop and go to that plant. He is supposed to finish the installation, as soon as he takes care of the emergency.

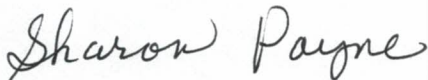
8. New business.

There was no new business to be discussed.

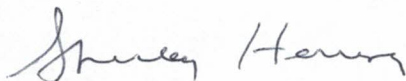
9. Adjournment.

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

Meeting adjourned at 8:21 p.m.



SHARON PAYNE, CHAIRMAN



SHIRLEY HERRING, SECRETARY