

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

1. Call to order.

The meeting was called to order by Chairman Sharon Payne at 7:50 p.m.

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

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

Others present were: Frances Neufeld, Jackie Todd, Kendra Moore, Graham Moore, Joey Hatfield, Heath Jenkins, Ron Cates, 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.

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

4. Consideration of items removed from the consent agenda.

No items were removed from the consent agenda; therefore, there was nothing to consider on item #4.

5. Appearances or petitions from the audience:

There were no appearances or petitions from the audience.

6. Discussion and possible action concerning:

- a. Paying \$50.00 per month on employees' cell phones for business use.

Mayor Payne said the Authority used to furnish and pay for cell phones for the employees to use for business. She said this was expensive. She said the Authority quit paying for the cell phones, and now the employees have to use their personal phones. Town Attorney Ron Cates said this \$50.00 should be stated as a monthly employee expense allowance instead of paying on the employees' cell phones. Motion was made by Sharon Payne to approve a \$50.00 monthly employee expense allowance. The motion was seconded by Wayne Collins. Voted yes: Tonya Springsted, Jim Bias, Sam Hendrix, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

b. Raising water tap fees.

Chairman Payne said the current water tap fee for a rural tap is \$1,000.00. Jackie Todd said the cost of the materials to install a tap is around \$1,000.00; therefore, the Authority does not get paid for the cost of labor and equipment. Jackie said the current cost of a water tap in the city limits is \$750.00. He said it cost as much or more to put in a water tap in the city limits as it does to put in a rural tap. He said the cost of a tap should be the same for rural taps and taps in the city limits. Jackie Todd said the Board members may want to wait until the Oklahoma Rural Water Association (ORWA) finishes the water rate analysis. He said the ORWA can calculate the amount to charge for water taps. Jim Bias asked Jackie Todd if he would put in writing the cost of a water tap. Jim said if the cost is in writing, he would have it to show the breakdown of the costs to the people inquiring about why a tap cost as much as it does. No action was taken on this item.

c. Charging a monthly minimum fee for unused meters.

No action was taken on this item.

d. Repairing air conditioner on 2008 Dodge truck.

Heath Jenkins said the condenser has a hole in it. Joey Hatfield said it will cost \$400.00 for the labor plus parts. Motion was made by Sharon Payne to repair the air conditioner on the 2008 Dodge truck for a cost of up to \$800.00. The motion was seconded by Tonya Springsted. Voted yes: Tonya Springsted, Jim Bias, Sam Hendrix, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

8. Reports from Department heads.

Jim Bias said he wrote two letters for the Porter Public Works Authority. One letter is to the Town of Tullahassee thanking them for paying off their old water bill. The other letter is to the trash customers explaining the rules on the trash pick-up. The Board members looked over the letters. The Board members agreed to send the letter to Tullahassee and to wait on sending out the letter to the trash customers, until the details are checked out.

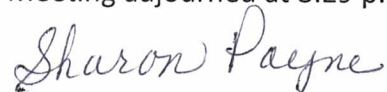
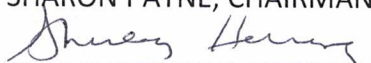
9. New business.

There was no new business to be discussed.

10. Adjournment.

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

Meeting adjourned at 8:29 p.m.

  
SHARON PAYNE, CHAIRMAN  
  
SHIRLEY HERRING, SECRETARY