

MINUTES OF THE REGULAR  
MEETING OF THE PORTER PUBLIC  
WORKS AUTHORITY HELD  
THURSDAY, SEPTEMBER 10, 2020

1. Call to order.

The meeting was called to order by Chairman Sharon Payne at 8:02 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: Jackie Todd, Joey Hatfield, Heath Jenkins, Graham Moore, Kendra Moore, 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 Jim Bias. 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) Reimbursement to employees for using their personal cell phones for work, in the amount of \$50.00 per month.

Motion was made by Sharon Payne to give the field employees, Jackie Todd, Heath Jenkins, and Joey Hatfield \$25.00 per pay check for a total of \$50.00 per month beginning next Friday, September 18<sup>th</sup>. The motion was seconded by Jim Bias. Voted yes: Tonya Springsted, Jim Bias, Sam Hendrix, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

(b) Employee clothing allowance.

Chairman Payne said there are too many difference clothing allowances and the allowances become payable at different times. She said there is an allowance for a coat or coveralls, an allowance for boots, and an allowance for pants. She said there needs to be one clothing allowance per year payable on the employee's anniversary date. The Board members talked about making the allowance payable on July 1<sup>st</sup>, the start of the fiscal year, and for new hires after 90 days. Motion was made by Sharon Payne to give the current general laborers and the supervisor in the Water Department a \$400.00 clothing allowance effective now, with the current employees not to be eligible again until July 1, 2021, then reoccurring the first of July each year. 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.

(c) Charging a minimum charge for water after a water tap is installed, but not being used.

Motion was made by Sharon Payne to start charging a minimum water bill as soon as a water meter is installed. The motion was seconded by Jim Bias. Voted yes: Tonya Springsted, Jim Bias, Sam Hendrix, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

(d) George Collins' request for a Will-Serve letter from Porter Public Works Authority to provide the needed utilities for medical marijuana grow facility located outside the city limits.

Chairman Payne said George Collins is trying to get his property rezoned in order to grow medical marijuana. She said his attorney is requesting a letter from the Porter Water Department stating that the Porter Water Department will be able to furnish water to this property. Chairman Payne said Jackie Todd said the Porter Public Works Authority is currently furnishing water to George Collins personal residence and should be able to furnish water if the property is rezoned. Motion was made by Sharon Payne to approve the request and to send a Will-Serve letter to Mr. Collins' attorney. 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.

7. Reports from department heads.

Jackie Todd read off a list of about thirty water taps that need to be installed. Jackie said the grant for the water line project by Livesay's Orchard has been closed out. He said the grant funds were spent to purchase the materials for the job, but the water line still needs to be installed.

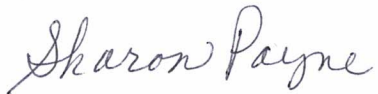
8. New business.

There was no new business to be discussed.

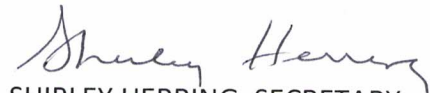
9. Adjournment.

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

Meeting adjourned at 8:46 p.m.



SHARON PAYNE, CHAIRMAN



SHIRLEY HERRING, SECRETARY