

MINUTES OF THE REGULAR
MEETING OF THE PORTER PUBLIC
WORKS AUTHORITY HELD
THURSDAY, AUGUST 6, 2020

1. Call to order.

The meeting was called to order by Chairman Sharon Payne at 8:36 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, Mandy Peck, Joey Hatfield, Kili Jenkins, 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.

Jackie Todd said purchase order #10980 to Yocham Trucking for \$165.00 for sandy loam was not for Porter Public Works. He said this loam was ordered by the operator of the Mudbogs and was used for the Mudbogs. Motion was made by Sharon Payne to approve items a and c of 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.

Motion was made by Sharon Payne to remove purchase order #10980 from the list of purchase orders for approval. 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. Motion was made by Sharon Payne to approve the purchase orders, minus purchase order #10980 to Yocham Trucking. 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.

5. Appearances or petitions from the audience:

- (a) Matthew Coe, concerning project for Oklahoma Water Resource Board (OWRB) grant.

Matthew Coe appeared before the Board. Mr. Coe said he is the engineer from Myers Engineering that been doing a study of the areas of the water and wastewater systems that need improvements. He suggested for the project for the OWRB grant to apply for rehabilitation of the Tullahassee water storage tank. Mr. Coe said there are also a lot of improvements needed at the sewer plant. He said the Porter Public Works Authority has been approved for the first phase of a two phase grant for sewer plant improvements. He said the first phase is for \$200,000.00 for Planning and Design for the sewer plant improvements. Mr. Coe said the second phase of the grant is \$200,000.00 for construction of the improvements.

He said there needs to be a plan for a disinfection system to be installed at the sewer plant. Mr. Coe said it will probably cost between two and three million dollars to upgrade the sewer plant. He said if there is enough Indian population in the service area, the Authority may be able to get a grant through the Indian Agency.

(b) Others from the audience.

There were no appearances of petitions from others from the audience.

6. Discussion and possible action concerning

(a) Project for OWRB grant.

Motion was made by Sharon Payne to apply for a grant for rehabilitation of the Tullahassee water storage tank. 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) Approval of Resolution #2020-1, authorizing application for a Rural Economic Action Plan (REAP) Grant from Oklahoma Water Resources Board (OWRB).

The Board members looked over the resolution. This resolution states that it is in the best interests of the citizens of Porter to expedite the preparation and submission of an application for financial assistance from the OWRB in the form of a grant. Motion was made by Sharon Payne to approve Resolution #2020-1, authorizing application for a REAP grant from OWRB. 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) Replacement of sewer plant air conditioner.

Sewer Plant Operator Joey Hatfield had given the Board members pictures of an air conditioner that is available at Lowe's. This air conditioner is a ductless mini split air conditioner with heater at a cost of \$1,070.37. Joey said the air conditioner will need to be charged with Freon, which will cost an additional \$500.00. Motion was made by Sharon Payne to purchase a Smart Ductless Mini Split Air Conditioner with Heater for \$1,570.37, which includes \$500.00 for service and Freon. 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) Raising water tap fees.

Jackie Todd presented the Board members with a list of the costs to install a water tap. The total price was \$1,258.00 including material and labor. Motion was made by Sharon Payne to raise the water tap fee to \$1,250.00 for both in Town and rural water taps. 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.

7. Request for an Executive Session as authorized by O.S. Title 25, 307 (B) (1) to review and consider conditions of employment of the following individuals: Jackie Todd, Bryan Heath Jenkins, Joey Hatfield, and Mandy Peck.

Motion was made by Sharon Payne to go into executive session. 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. The Board members went into executive session at 9:15 p.m. The Board members returned from executive session at 9:23 p.m.

8. The members of the Board of Trustees will consider and take any action deemed appropriate by the members of the Board arising out of the discussion held in the foregoing executive session.

Motion was made by Sharon Payne to give Jackie Todd, Bryan Heath Jenkins, Joey Hatfield, and Mandy Peck a 2% cost of living raise. 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.

9. Reports from department heads.

Jim Bias said he would allow Joey Hatfield, Heath Jenkins, and Jackie Todd to make reports for the sewer and water departments.

Joey Hatfield said the sewer plant has a lot of sludge that needs to be disposed of. He said the sludge is supposed to be disposed of every six months. He said the previous operators had a lot of test run on the sludge before it could be disposed. Joey said the cost to run these tests was \$1,175.00. He said a lot of these tests were not necessary. He said he had the necessary tests ran, at a cost of \$100.00. Joey said the previous operators had Yocham Trucking to haul off the sludge. He said he is going to get a roll off to put the sludge in, and then have the roll off dumped. He said this will be a lot cheaper, than having Yocham Trucking haul off the sludge.

Heath Jenkins said several years ago, the Authority purchased over three hundred electronic water meters, through a grant from the Oklahoma Water Resource Board. He said these meters had a lot of problems. He said the Authority was told that the company the meters were purchased from filed bankruptcy and went out of business. Heath said they found out the company is still in business. He said he contacted the company about these meters and the company said the meters are still under warranty. He said the company said to send all the bad meters to them and they will be fixed or replaced. Heath said all the Authority will have to pay for is the shipping cost to send the meters to the company. He said the company will pay to ship the meters back to the Authority.

Jackie Todd said several years ago, the Board had an engineer do an estimate for upgrading the water line in the Vanns Lake area. He said this area have very low water pressure. He said this area includes McDonalds, Ez-Go , and about fifty residents. He said in order to do this project, there will have to be two bores done under the Muskogee Turnpike. Jackie said the estimated cost the engineer had for this project was \$750,000.00. He said this project can be done for \$65,000.00, if the employees do the installation of the water pipe. Jackie said Dan David, a resident of this area, is going to schedule a meeting for next week, to go over this project and see if they can come up with a way to getting funding for this project.


10. New business.

There was no new business to be discussed.

11. 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 9:42 p.m.


SHARON PAYNE, CHAIRMAN


SHIRLEY HERRING, SECRETARY