

MINUTES OF THE REGULAR MEETING  
OF THE TOWN OF PORTER HELD  
THURSDAY, APRIL 8, 2021

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

Others present were: Peggy Sprinkles, Samantha Sprinkles, Frances Neufeld, Suzanne Alex, Marsha Clinton, Travis Burk, Clifford Marshall, Ryan Moore, Adam Springsted, Nick Jackson, Jackie Todd, Toni Montessi, Clydene Williams, Steve Williams, Bradah Littlefield, Whitney Littlefield, Graham Moore, Kendra Moore, Lamar Jackson, Ron Cates, and Shirley Herring.

3. Prayer.

Jim Bias said a prayer.

4. Pledge of Allegiance.

Sam Hendrix led the Pledge of Allegiance.

5. Mayor to address Board members and audience.

Mayor Sharon Payne thanked the Board members for their support for the last four years. She said she also wants to congratulate the new Board members and looks forward to seeing them make the necessary improvements for the Town without having to go into debt. Mayor Sharon Payne also thanked Town Attorney Ron Cates for his help during the time she was a Board member and Mayor.

6. Board members to address Town Attorney.

Board members Jim Bias, Sam Hendrix, and Wayne Collins said they wanted to thank Town Attorney Ron Cates for his help, during the time they have been members of the Board.

7. FY 2021 Community Development Block Grant (CDBG) Public Hearing on Community Development Needs in the Town of Porter.

Mayor Sharon Payne opened the public hearing at 7:04 p.m. Mayor Sharon Payne said the Town of Porter is planning on submitting an application for a Community Development Block Grant from the Department of Commerce and this public hearing is being held to receive recommendations on community development needs for the Town of Porter. Mayor Payne said last year the Town submitted an application for Wastewater Treatment Plant Improvements. She said this application was not funded; therefore, she thinks it should be resubmitted. She said the Wastewater Treatment Plant has a lot of problems that need to be fixed. Clydene and Steve Williams said the wastewater treatment plant does not benefit everybody that lives in Porter. The Williams said their property was annexed into the city limits, but their property is not connected to the sewer system. Mayor Payne said the sewer system needs to be upgraded. Hearing no other comments, Mayor Payne closed the public hearing at 7:10 p.m.

8. Necessary action concerning approval of the consent agenda:

- a. Approval of the minutes of the previous meeting.
- 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: Jim Bias, Sam Hendrix, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

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

No items were removed from the consent agenda.

10. Appearances or petitions from the audience.

- a. Suzanne Alex with Wagoner Community Hospital concerning Oklahoma's opioid crisis.

Ms. Alex appeared before the Board. She said Wagoner Community Hospital has recently received a U.S. Department of Health and Human Services Grant to develop a strategy for combating Substance Use Disorder and Opioid Use Disorder in Wagoner County. Ms. Alex said this grant is being used to strengthen and expand Substance and Opioid Use Disorder prevention, treatment, and recovery services in Wagoner County. She said the hospital wants to partner with Porter to provide these services for Porter. Ms. Alex said on April 24th, the hospital is planning a drug take back event, where people can bring their unused prescriptions for disposal. She said this event is sponsored by the Drug Enforcement Administration (DEA). She said lock boxes for drugs will be given out to participants.

- b. Justin Gravin and Samantha Green concerning placing a 1982 mobile home at 714 W. Dixieland Avenue.

Neither Justin Gravin nor Samantha Green was present at the meeting.

- c. Others from the audience.

Marsha Clinton appeared before the Board. Ms. Clinton said she lives at 1314 East Elberta Court, which is supposed to be in the city limits. She said she was not allowed to vote in the recent municipal election, because the Election Board said she does not live in the city limits. Town Attorney Ron Cates said he will get in touch with the Election Board about this matter. He said he will report his findings to the Board at the next regular meeting.

11. Discussion and possible action concerning:

- a) Approval of Resolution 2021-2, requesting assistance from the Oklahoma Department of Commerce for the FY 2021.

The Resolution was read aloud by Mayor Sharon Payne. This resolution states that the Town of Porter desires to obtain assistance in community development and hereby requests the Oklahoma Department of Commerce to provide assistance through a Community Development Block Grant. Motion was made by Sharon Payne to approve Resolution 2021-2 requesting assistance from the Oklahoma Department of Commerce for the FY 2021 Community Development Block Grant program. The motion was seconded by Wayne Collins. Voted yes: Jim Bias, Sam Hendrix, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

- b) Approval of Resolution 2021-3, proclaiming April, 2021, as Fair Housing month in the Town of Porter, OK.

The resolution was read aloud by Mayor Sharon Payne. This resolution states that the Board of Trustees of the Town of Porter wholeheartedly proclaims April, 2021, as Fair Housing Month in Porter, Oklahoma. Motion was made by Sharon Payne to approve Resolution 2021-3, proclaiming April, 2021, as Fair Housing Month in the Town of Porter, OK. The motion was seconded by Wayne Collins. Voted yes: Jim Bias, Sam Hendrix, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

- c) Adopting a 2021 Community Development Block Grant (CDBG) Citizens Participation Plan for the Town of Porter.

Motion was made by Sharon Payne to adopt a 2021 Community Development Block Grant (CDBG) Citizens Participation Plan for the Town of Porter. The motion was seconded by Wayne Collins. Voted yes: Jim Bias, Sam Hendrix, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

- d) Designating the Mayor as the authorized official to sign all documents related to the fiscal year 2021 CDBG application to the Oklahoma Department of Commerce.

Motion was made by Sharon Payne to designate the Mayor that is in office as the authorized official to sign all documents related to the fiscal year 2021 CDBG application to the Oklahoma Department of Commerce. The motion was seconded by Wayne Collins. Voted yes: Jim Bias, Sam Hendrix, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

- e) Designating the Mayor and City Clerk as authorized officials in OK Grants.

Motion was made by Sharon Payne to designate the Mayor and City Clerk as authorized officials in OK Grants. The motion was seconded by Wayne Collins. Voted yes: Jim Bias, Sam Hendrix, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

- f) Selection of a project for the FY 2021 CDBG program through the Oklahoma Department of Commerce.

Motion was made by Sharon Payne to apply for a grant for Wastewater Treatment Plant improvements. The motion was seconded by Wayne Collins. Voted yes: Jim Bias, Sam Hendrix, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

- g) Changing scope of project for \$20,000.00 REAP grant through Eastern Oklahoma Development District (EODD).

Mayor Sharon Payne said this grant is for improvements to the building (red barn) on the hill. She said this building needs a lot of work and she was told it would be better to tear the building down and build a new building. Mayor Payne said this Board should leave it up to the new Board members to decide what to do with this building. No action was taken on this item.

- h) Approval for Justin Gravin and Samantha Green to place a 1982 mobile home at 714 W. Dixieland Avenue.

Neither Justin Gravin nor Samantha Green was present at the meeting; therefore, no action was taken on this item.

- i) Approval of purchase orders for Fire Department.

Fire Chief Adam Springsted said there were no purchase orders for approval.

- j) Installing new flooring in office at City Hall.

Mayor Sharon Payne said the Town already has the flooring. She said it just needs to be installed. She said she received an estimate from M&M Flooring for \$987.22, which includes installation, carpet removal, moving furniture, and installing molding. Mayor Payne said M&M Flooring is the only company she found that will install the flooring on a weekend. She said the installation needs to be done when the office is closed. Motion was made by Sharon Payne to have M&M Flooring install the new flooring in the office at City Hall for \$987.22. The motion was seconded by Jim Bias. Voted yes: Jim Bias, Sam Hendrix, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

- k) Purchasing and installing new flooring for the hallway of City Hall.

Mayor Sharon Payne said she received an estimate from M&M Flooring for \$1,994.20. She said this estimate includes the materials, removal of old tile, floor preparation, and tile installation. Motion was made by Sharon Payne to purchase the flooring for the hallway of City Hall from M&M Flooring and to have M&M Flooring install the flooring for a total cost of \$1,994.20. The motion was seconded by Jim Bias. Voted yes: Jim Bias, Sam Hendrix, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

## 12. Reports from:

- a. Fire Department.

Fire Chief Adam Springsted reported that the firefighters responded to 36 calls in March, which included 13 medical calls, 6 motor vehicle accidents, 14 brush fires, 1 vehicle fire, and 2 structure fires.

- b. Department heads.

Wayne Collins, head of the Street Department, said he has started trying to get two speed bumps installed in front of the Day Care Center. He said he will give the information on the speed bumps to the new Board.

## 13. New business.

There was no new business to be discussed.

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14. Adjournment.

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

Meeting adjourned at 7:52 p.m.



BRADAH LITTLEFIELD, MAYOR (Elected Mayor at the special meeting held April 22, 2021.  
Minutes were approved at the regular meeting held May 6,  
2021



SHIRLEY HERRING, TOWN CLERK