

MINUTES OF THE REGULAR MEETING
OF THE TOWN OF PORTER HELD
THURSDAY, MARCH 4, 2021

1. Call to order.

The meeting was called to order by Mayor Sharon Payne at 7:00 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, Adam Springsted, Nick Jackson, Kendra Moore, Graham Moore, Mandy Peck, LeAnn Johnson, Whitney Littlefield, Ron Cates, and Shirley Herring.

3. Prayer.

Jim Bias said a prayer.

4. Pledge of Allegiance.

Tonya Springsted led the Pledge of Allegiance.

5. Mayor to address Board members and audience.

Mayor Sharon Payne said she appreciates everyone that came to the meeting. She said she also appreciates the Board members.

6. Board members to address Town Attorney.

Wayne Collins asked Town Attorney Ron Cates what powers the Mayor has in her position as mayor. Wayne wanted to know if the Mayor can pay someone to take a day off without going through the Board. Tonya Springsted said one day during the snow storm, the power was off to City Hall, and since the roads were also bad, she and Mayor Sharon Payne told the office employees to stay home. She said they received their regular pay for the day they were off. Town Attorney said the Board designated Tonya Springsted as the department head over the offices; therefore, she and the Mayor made the decision to allow the office employees not to come in that day. Wayne Collins said these employees shouldn't have been paid for that day without the Board members approval. Ron Cates said the employees were allowed to take a day off in an emergency situation without it affecting their regular pay.

7. 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 (items a, b, and c). 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.

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

No items were removed from the consent agenda.

9. Appearances or petitions from the audience.

There were no appearances or petitions from the audience.

10. Discussion and possible action concerning:

a) Closing lot sales of old part of Greenwood Cemetery, Sections: B, C, D, E, F, G, I, and J.

Mayor Sharon Payne said currently if someone wants to purchase a grave space in the old part of the cemetery; the person wanting to purchase the space must appear before the Board of Trustees and request the purchase. The purchase must then be approved by the Board of Trustees. She said the old part has so many unmarked graves that she thinks the Board should not be selling any grave spaces in the old part. Town Attorney Ron Cates said the Board could pass a resolution closing lot sales of the old part of the cemetery. Motion was made by Sharon Payne to close lot sales in the old part of Greenwood Cemetery which include sections: B, C, D, E, F, G, I, and J. 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) Repairing pavilion at Lions Park.

Mayor Sharon Payne said she and Tonya Springsted attended a meeting of the Lions Club and the Lions Club's president said the Lions Club would pay for half of the repairs on the pavilion, if the Town would pay for the other half. Mayor Sharon Payne said she obtained two estimates for the repairs. One estimate was from Native American International and the other estimate was from Tedder Roofing. She said both estimates were for \$5,280.00. Motion was made by Sharon Payne to go with Tedder Roofing. 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.

c) Purchasing flags for Veteran's graves at Greenwood Cemetery for Memorial Day.

Mayor Sharon Payne said a lot of the flags for the veterans' graves are getting in bad shape. She said the cost of new flags is \$93.00 for 50 flags. Motion by Sharon Payne to purchase 100 new flags for the veterans' graves for up to \$200.00. 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) Approval of purchase orders for Fire Department.

Assistant Fire Chief Nick Jackson said the Fire Department has one purchase order for approval. He said this purchase order is to Mario's Quality Overhead Door for three new bay doors for the fire station. Nick said the doors cost \$2,200.00 each for a total of \$6,600.00. Motion was made by Sharon Payne to approve the purchase order to Mario's Quality Overhead Door for \$6,600.00. 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.

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- e) Modifying or terminating Board Policy regarding mileage reimbursement for members of the Board of Trustees.

Sam Hendrix said this policy has been abused in the past and needs to be terminated. Motion was made by Sam Hendrix to terminate the Board Policy regarding mileage reimbursement for members of the Board of Trustees. 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.

- f) Hiring maintenance employee.

Mayor Sharon Payne said the Board needs to hire an employee that will be assigned to the Town to do mowing, maintenance, etc. She said this individual needs to be a self-starter, who can work from work orders without supervision. Jim Bias asked who will generate the work orders. Mayor Sharon Payne said the work orders will be generated by the department heads. Tonya Springsted said the rules this employee needs to work by, need to be written down. Motion was made by Sharon Payne to take applications to hire a maintenance person until April 15, 2021. 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.

11. Discussion on annexation.

Mayor Sharon Payne said a study of annexation has already been done. She said the Town needs to annex or another Town will. She said the Board needs to decide where to annex, how far to annex, and have to get the annexation done as cheap as possible. Mayor Sharon Payne said the Town needs to get revenue from McDonalds and Ez-Go. She said the Board members need to get together with a map and figure out what areas to annex, and then go talk to the land owners in the areas to be annexed, so they will understand why the Town wants to annex them into the city limits.

12. Reports from:

- a. Fire Department.

Fire Chief Adam Springsted reported that the firefighters responded to 44 calls in February, which included 13 medical call, 9 motor vehicle accidents, 4 brush fires, 2 vehicle fires, 9 public assist, 5 structure fires, and 2 fire alarms. Adam said he is working with Dan Thompson on a hazard mitigation plan. He said they are also trying to get four generators. He said the Town will not have to pay for the generators, but the Town will have to pay for the batteries for the generators. Adam said each generator requires one battery, which cost about \$200.00. Adam said the Fire Department is hosting a fundraiser for the Porter Soccer Club. He said the Porter Soccer Club will be selling burger baskets inside the fire station on March 27th starting at 11:30 a.m. Adam said the fire department will also be having a Easter egg hunt on March 27th, at the Porter Round Up Club Arena. He said the fire department may do a mock wreck this year before prom.

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b. Department heads.

Sam Hendrix, Code Enforcement Officer, said the owner of the burned trailer on 7th Street have been given three door hangers to get the trailer removed and the property cleaned up. Wayne Collins aid the burned trailer is gone now.

Mayor Sharon Payne said she heard that Dollar General is going to reopen on April 5th. She said Senator Jim Inhoff wants to be here for the opening.

13. New business.

There was no new business to be discussed.

14. Adjournment.

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

Meeting adjourned at 8:11 p.m.


SHARON PAYNE, MAYOR


SHIRLEY HERRING, TOWN CLERK