

MINUTES OF THE REGULAR MEETING  
OF THE TOWN OF PORTER HELD  
THURSDAY, NOVEMBER 9, 2023

1. Call to order.

The meeting was called to order by Vice Mayor, Clifford Marshall Jr. at 6:02 p.m.

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

Members present were: Clifford Marshall Jr., Norma Meyer and Kristin Eaton. Bradah Littlefield and Whitney Littlefield came into the meeting at 6:07 p.m., during item 5 on the agenda, necessary action concerning approval of the consent agenda. A quorum was present.

Others present were: Jackie Todd, Shirley Herring, Teddy Abbott, Nick Jackson, Adam Springsted, Kimmi Mullen, Kendra Moore, Graham Moore, David Payne, Chelsey Jackson, Dustin Essary, Joey Hatfield, and Brittnee Roark.

3. Prayer.

The Board members and members of the audience observed a silent moment of prayer.

4. Pledge of Allegiance.

The Board members and members of the audience recited the Pledge of Allegiance.

5. 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 Kristin Eaton to approve the consent agenda. (items a, b and c). The motion was seconded by Norma Meyer.

Voted yes: Kristin Eaton, Norma Meyer, Clifford Marshall Jr., Bradah Littlefield and Whitney Littlefield.

Voted no: None. Motion carried.

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6. Consideration and possible action on items removed from the consent agenda.  
No items were removed from the consent agenda.

7. Appearances or petitions from the audience:

a. Chelsey Jackson, concerning doing a community service project for the Town of Porter.

Chelsey Jackson appeared to ask for the board member's support in coordinating a free drive through Flu-Shot Clinic for children and adults to be held at the Porter Fire Station on December 9, 2023 from 10 a.m. to 1 p.m., as well as a canned food drive for the community to be held at the same time as the drive through flu shot clinic. Mayor Bradah Littlefield said the fire station could be utilized for the event and the vaccines could be sponsored by Creek Nation. The town will advertise on the town marquee and the Town of Porter website.

b. Others from the audience

There were no appearances or petitions from others in the audience.

8. Discussion and possible action concerning:

a.) Extension of Indian Nations Council of Governments (INCOG) 2022 REAP contract for Community Development term dates from September 30, 2023 to September 30, 2024.

Motion was made by Whitney Littlefield to approve the extension of Indian Nations Council of Governments (INCOG) 2022 REAP contract for Community Development term dates from September 30, 2023 to September 30, 2024. The motion was seconded by Norma Meyer.

Voted yes: Whitney Littlefield, Norma Meyer, Bradah Littlefield, Clifford Marshall Jr., and Kristin Eaton.

Voted no: None. Motion carried.

b.) Approval of the date and time for Christmas parade.

Fire Chief Adam Springsted stated that there would be a designated area sectioned off for parade participants to throw candy in. He also stated that the Porter Freewill Baptist Church will be doing a bake sale for their youth group during the parade.

Motion was made by Whitney Littlefield to approve the date and time of December 15, 2023 at 7 p.m. for the Christmas parade. The motion was seconded by Vice Mayor Clifford Marshall Jr.

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Voted yes: Whitney Littlefield, Clifford Marshall Jr., Norma Meyer, Bradah Littlefield and Kristin Eaton.

Voted no: None. Motion carried.

c.) Approval of one time service benefit for the employees

Motion was made by Mayor Bradah Littlefield to approve a one time service benefit for each town employee in the amount of \$500.00, with the town to pay the employee taxes on the benefit. The motion was seconded by Vice Mayor Clifford Marshall Jr.

Voted yes: Bradah Littlefield, Clifford Marshall Jr., Norma Meyer, Kristin Eaton, and Whitney Littlefield.

Voted no: None Motion carried.

d.) Cost of business license for marijuana growers.

Motion was made by Mayor Bradah Littlefield to table item 8(d) on the agenda until the December 7, 2023 town meeting. The motion was seconded by Kristin Eaton.

Voted yes: Bradah Littlefield, Kristin Eaton, Clifford Marshall Jr., Norma Meyer and Whitney Littlefield

Voted no: None. Motion carried.

e.) Purchasing new printer for office with one half being paid out of Town and one half out of Porter Public Works Authority.

Motion was made by Mayor Bradah Littlefield to purchase a new printer for the administrative offices that is similar to the previous printer with one half of the cost to be paid out of the Town account and one half of the cost to be paid out of the Porter Public Works Authority account. The motion was seconded by Norma Meyer.

Voted yes: Bradah Littlefield, Norma Meyer, Clifford Marshall Jr., Whitney Littlefield, and Kristin Eaton.

Voted no: None. Motion carried.

f.) Enclosing north side of pavilion at Greenwood Cemetery.

Motion was made by Mayor Bradah Littlefield to advertise for bids to build a wall on the north side of the pavilion as well as a partial wall on the east and west side of the pavilion at Greenwood Cemetery. The motion was seconded by Vice Mayor Clifford Marshall Jr.

Voted yes: Bradah Littlefield, Clifford Marshall Jr., Norma Meyer, Kristin Eaton and Whitney Littlefield.

Voted no: None. Motion carried.

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g.) Opening up the new section of Greenwood Cemetery for selling plots to the public.

Motion was made by Vice Mayor Clifford Marshall Jr. to open two rows all the way through the new section to sell plots to the public in Greenwood Cemetery. The motion was seconded by Kristin Eaton.

Voted yes: Clifford Marshall Jr., Kristin Eaton, Bradah Littlefield, Norma Meyer and Whitney Littlefield.

Voted no: None. Motion carried.

h.) Employees renting town properties

No action was taken on this item.

i.) Approval of the date and time for having a Christmas dinner

Motion was made by Whitney Littlefield to have a Christmas dinner for the employees, council members and fire department on January 13, 2024 at 6 p.m. hosted in the Red Barn at the Porter Fairgrounds. The Town will pay for any food costs. The motion was seconded by Kristin Eaton.

Voted yes: Whitney Littlefield, Kristin Eaton, Norma Meyer, Bradah Littlefield and Clifford Marshall Jr.

Voted no: None. Motion carried.

j.) Renting out the Red Barn to coon hunters.

Motion was made by Mayor Bradah Littlefield to continue renting the Red Barn to the coon hunters for \$20.00 per meeting. The motion was seconded by Whitney Littlefield.

Voted yes: Bradah Littlefield, Whitney Littlefield, Clifford Marshall Jr., Norma Meyer and Kristin Eaton.

Voted no: None. Motion carried.

9. Reports from:

a.) Fire Department

Fire Chief Adam Springsted reported that the firefighters responded to 28 calls in October 2023, which included 22 medical calls, 4 motor vehicle accidents, 1 brush fire and 1 vehicle fire. He said the fire department used 800 gallons of water in October 2023.

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b.) Department heads.

No reports.

c.) Mayor

Mayor Bradah Littlefield said that she is going to appear with the Chief of Creek Nation at a public relations meeting at 11:00 a.m. on November 28, 2023 to sign agreements for the funding given to Porter for the Porter/Okay Road Project.

10. New business.

Trustee Norma Meyer recommended December 2, 2023 at 6 p.m. for the 3<sup>rd</sup> Annual Park Lighting. Motion was made by Whitney Littlefield to have the 3<sup>rd</sup> Annual Park Lighting at Tourist Park on December 2, 2023 at 6 p.m. The motion was seconded by Vice Mayor Clifford Marshall Jr.

Voted yes: Whitney Littlefield, Clifford Marshall Jr., Norma Meyer, Bradah Littlefield and Kristin Eaton.

Voted no: None. Motion carried.

11. Adjournment

Motion was made by Whitney Littlefield to adjourn. The motion was seconded by Vice Mayor Clifford Marshall Jr.

Voted yes: Whitney Littlefield, Clifford Marshall Jr., Norma Meyer, Bradah Littlefield and Kristin Eaton.

Meeting adjourned at 7:12 p.m.



BRADAH LITTLEFIELD, MAYOR



KENDRA MOORE, DEPUTY CLERK