

MINUTES OF THE SPECIAL MEETING
OF THE TOWN OF PORTER HELD
TUESDAY, APRIL 21, 2020

1. Call to order.

The meeting was called to order by Mayor Sharon Payne at 6:00 p.m.

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

Members present were: Tonya Springsted, Sam Hendrix, Jim Bias, and Sharon Payne. A quorum was present.

Other present were: Wayne Collins, Jackie Todd, Adam Springsted, Nick Jackson, and Shirley Herring.

3. Prayer.

Jim Bias said a prayer.

4. Pledge of Allegiance.

Tonya Springsted led the Pledge of Allegiance.

5. Appointing person to fill the vacancy on the Town Board of Trustees until the next General Election.

Motion was made by Sharon Payne to appoint Wayne Collins to fill the vacancy on the Town Board of Trustees until the next General Election. The motion was seconded by Jim Bias. Voted yes: Sam Hendrix, Jim Bias, and Sharon Payne. Voted no: Tonya Springsted. Motion carried.

6. Administrating Oath of Office and Loyalty Oath to new Board member.

The Oath of Office and the loyalty Oath was administrated to Wayne Collins by Town Clerk Shirley Herring. After taking the oaths, Wayne Collins took his place as a member of the Board of Trustees.

7. Discussion and possible action concerning:

(a) Approval of audit for fiscal year ended June 30, 2019.

A copy of the audit had been given to the Board members prior to the meeting for them to review. Mayor Payne said on pages 19 and 26; the heading had Town of Clayton, instead of Town of Porter. Shirley Herring said the auditor have corrected these pages and sent new pages to replace the incorrect pages. Mayor Payne said on page 26 under item 2019-1, the auditor recommended for the Town to adjust their capital asset and depreciation schedules for any changes in capital assets and for accumulated depreciation. Motion was made by Sharon Payne to approve the audit for the fiscal year ended June 30, 2019, with the corrected pages and to implement the recommendation made by the auditor. The motion was seconded by Tonya Springsted. Voted yes: Tonya Springsted, Sam Hendrix, Jim Bias, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

(b) Hiring auditor to perform audit for fiscal year ended June 30, 2020.

The Board members looked over a proposal from Ralph Osborn. The proposal states that Mr. Osborn will audit the financial statements of the Town of Porter for a fee of \$3,500.00. Motion was made by Sharon Payne to hire Ralph Osborn to perform the audit for the fiscal year ended June 30, 2020. The motion was seconded by Jim Bias. Voted yes: Tonya Springsted, Sam Hendrix, Jim Bias, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

(c) Approval of 2019-2020 budget amendment #2.

The Board members looked over the budget amendment. Motion was made by Sharon Payne to approve 2019-2020 budget amendment #2. The motion was seconded by Jim Bias. Voted yes: Tonya Springsted, Sam Hendrix, Jim Bias, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

(d) Approval of purchase orders for Fire Department.

Fire Chief Adam Springsted said he has one purchase order for approval. He said this purchase order is to Casco for five rechargeable landing zone kits at \$596.00 each for a total of \$2,980.00. Motion was made by Sharon Payne to approve the purchase order to Casco for \$2,980.00. The motion was seconded by Jim Bias. Voted yes: Tonya Springsted, Sam Hendrix, Jim Bias, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

(e) Removing Jeremy Jenkins from the Porter Fire Department.

Fire Chief Adam Springsted said he had this put on the agenda because it was brought up when Matt Willhite moved to Muskogee that the fire department policies state that a firefighter have to live within 5 miles of Porter. He said Jeremy Jenkins lives in Coweta, which is within 5 miles of Redbird fire district. He said Porter has a mutual aid agreement with Redbird. Adam said Jeremy does a lot of technical support for the fire department. Jim Bias said maybe Jeremy could just do technical support and not response to fires. Motion was made by Sharon Payne to table this item for farther study. The motion was seconded by Jim Bias. Voted yes: Tonya Springsted, Sam Hendrix, Jim Bias, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

(f) Purchasing flags and hooks for Greenwood Cemetery.


Mayor Payne said she got prices. She said the place where she purchases the flags are out of polyester flags, so the Town will have to purchase a nylon flag. She said this flag will be put up on Memorial weekend and then taken down. She said the price she got was \$157.00. Tonya Springsted asked if this purchase would need to be approved by the Cemetery Committee. Mayor Payne said no, the Committee did not have to approve this purchase. Motion was made by Sharon Payne to purchase flags and hooks with the price not to exceed \$175.00, to be taken out of the Cemetery Donation Fund. The motion was seconded by Jim Bias. . Voted yes: Tonya Springsted, Sam Hendrix, Jim Bias, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

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8. Adjournment.

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

Meeting adjourned at 6:41 p.m.


SHARON PAYNE, MAYOR


SHIRLEY HERRING, TOWN CLERK