

MINUTES OF THE REGULAR MEETING  
OF THE TOWN OF PORTER HELD  
THURSDAY, DECEMBER 10, 2020

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.

Others present were: Frances Neufeld, Bob Pennington, Jody Pennington, Toni Montessi, Richard Keck, Alvin Linzy, Mary Ann Linzy, Jackie Todd, Joey Hatfield, 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 did not address the Board members or audience.

6. Board members to address Town Attorney.

Town Attorney Ron Cates was present at the meeting. None of the Board members had any questions for Mr. Cates.

7. 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 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, and Sharon Payne. Voted no: Wayne Collins.

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.

Richard Keck appeared before the Board. Mr. Keck was questioning Mayor Sharon Payne about the water hook ups at her residence. Mayor Payne said she has her residence and one out building hooked up to one meter, which is in accordance with the ordinance, which states a single family residence shall be allowed to be served by one meter for the single family residence, included attached garage as well as one detached out building.

Toni Montessi also appeared before Board. Ms. Montessi said she supports the members of the Board and is proud to have them. She said the people in Porter need to support the people who are trying to making the community better. Ms. Montessi said the Town of Porter has good workers and a good council.

10. Discussion and possible action concerning:

a. Adoption of Ordinance #2020-4, providing that compensation to members of the Board of Trustees as provided for in Ordinance 91-1 shall be terminated.

This ordinance states the compensation provided for members of the Board of Trustees under the provisions of Ordinance #91-1 shall terminate on May 1, 2021. Motion was made by Sharon Payne to adopt Ordinance #2020-, providing that compensation to members of the Board of Trustees as provided for in Ordinance #91-1 shall be terminated. 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 #2020-10, Notice of Municipal Election.

This resolution states that for the purpose of electing officers of the Town that a general election, if needed, shall be held on Tuesday, April 6, 2021, and that candidates for office shall file with the Secretary of the Wagoner County Election Board no earlier than 8:00 a.m on Monday, February 1, 2021, and no later than 5:00 p.m. on Wednesday, February 3, 2021. Motion was made by Sharon Payne to approve Resolution #2020-10, Notice of Municipal Election. 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. Approval of dates for 2021 Board meetings.

The Board members looked over the dates for the 2021 Board meetings (see attached schedule). Motion was made by Sharon Payne to approve the dates for the 2021 Board meetings. 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.

d. Approval of a one-time service benefit for employees.

Sharon Payne suggested giving \$200.00. Wayne Collins said he thought the benefit should be at least \$300.00. Motion was made by Sharon Payne to give a \$200.00 one-time service benefit to the employees. The motion was seconded by Jim Bias. Voted yes; Tonya Springsted, Jim Bias, Sam Hendrix, and Sharon Payne. Voted no: Wayne Collins. Motion carried.

e. Designating a person as the Americans with Disabilities Act (ADA) Coordinator.

Motion was made by Sharon Payne to appoint Wayne Collins as the ADA Coordinator. 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. Designating persons to serve as an ADA Grievance Committee to which an appeal of the ADA Coordinator's decision may be taken.

Motion was made by Sharon Payne to appoint the Board members as the ADA Grievance Committee. 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.

g. Purchasing a safe.

Sharon Payne said the current safe is full; therefore another safe need to be purchased in order for additional legal documents to be securely stored. The Board members looked at a picture of a safe that could be purchased for \$269.98. Motion was made by Sharon Payne to purchase a safe for \$269.98. 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.

h. Purchasing posts and hardware to install street signs.

Wayne Collins said the cost of the post and hardware is \$1,009.03. Motion was made by Sharon Payne to purchase posts and hardware to install street signs for \$1,009.03. 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.

i. Purchasing and installing fence around the back of City Hall.

Sharon Payne said she does not think installing a fence would be a good idea because people drive up and put payments in the drop box. She said since a monitored security system is going to be installed, a fence is not needed. Wayne Collins said the trucks need to be parked behind a fence. No motion was made on this item. No action taken.

j. Selling price of 1955 GMC fire truck.

Wayne Collins said at a previous meeting the Board members set the selling price of this truck at \$2,000.00. He said if the price was lowed to \$1,500.00, he has someone who will buy it. Alvin Linzy said he is willing to fix the truck for the Town, so the Town can keep the truck. He said the Town would have to pay for the parts, but he will not charge for his labor. Motion was made to Sharon Payne to rescind the motion to sell the 1955 GMC fire truck. The motion was seconded by Jim Bias. Voted yes: Tonya Springsted, Jim Bias, Sam Hendrix, and Sharon Payne. Voted no: Wayne Collins. Motion carried.

k. Replacing stolen items.

Tonya Springsted said she put this on the agenda, because she wants to know what is going to be done about replacing the truck that was stolen. She said the employees need a truck to pull the trailer and track hoe. Sharon Payne said they can start looking for a truck to replace the one that was stolen and have one ready to be purchased when the insurance money becomes available. She said someone has offered to loan the Town a truck that will pull the trailer and track hoe. Town Attorney Ron Cates said if the Town borrows a truck, the insurance company should be informed, so a rider for this truck can be added to the insurance policy. No action was taken on this item

l. Hiring a monitored alarm company.

The Board members looked over a proposal from Guard Tronic, Inc. for a system that could be installed in the office for \$550.00 or installed in the office and the garage for \$1,305.00, with the monitoring fee to be \$20.95 per month. Motion was made by Sharon Payne to purchase the security system to be installed in both the office and the garage for \$1,305.00 plus the \$20.95 per month for the monitoring fee. 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.

m. Rainy Day Fund.

Sharon Payne said the Rainy Day Fund is not growing. She suggested putting 75% of the cemetery opening and closing fees into the Rainy Day Fund. Motion was made by Sharon Payne to put 75% of the cemetery opening and closing fees into the Rainy Day Fund. 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.

n. Approval of purchase orders for Fire Department.

There were no purchase orders presented for approval.

11. Reports from:

a. Fire Department.

Fire Chief Adam Springsted had to leave the meeting to go on fire call. He had left his report which stated that in November, the firefighters responded to 31 calls, which included 16 medical calls, 7 motor vehicle accidents, 6 brush fires, 1 vehicle fire, and 1 public assist.

b. Department heads.

Wayne Collins said he has been working with the appraiser on the appraisal for the land adjacent to Greenwood Cemetery.

Tonya Springsted said after the robbery at City Hall, some of the Board members were not notified of the robbery. She said it very stressful, and they did not mean to leave anyone out.

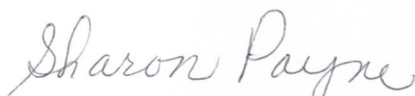
15. New business.


There was no new business to be discussed.

16. Adjournment.

Motion was made by Sharon Payne to adjourn. 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.

Meeting adjourned at 7:59 p.m.

  
SHARON PAYNE, MAYOR

  
SHIRLEY HERRING, TOWN CLERK

2021 CALENDAR YEAR  
SCHEDULE OF REGULAR MEETINGS\*

01/07/2021	7:00 P.M.	Porter Municipal Offices
02/04/2021	7:00 P.M.	Porter Municipal Offices
03/04/2021	7:00 P.M.	Porter Municipal Offices
04/08/2021	7:00 P.M.	Porter Municipal Offices
05/06/2021	7:00 P.M.	Porter Municipal Offices
06/10/2021	7:00 P.M.	Porter Municipal Offices
07/08/2021	7:00 P.M.	Porter Municipal Offices
08/05/2021	7:00 P.M.	Porter Municipal Offices
09/09/2021	7:00 P.M.	Porter Municipal Offices
10/07/2021	7:00 P.M.	Porter Municipal Offices
11/04/2021	7:00 P.M.	Porter Municipal Offices
12/09/2021	7:00 P.M.	Porter Municipal Offices

(To be completed by person filing notice)

NAME: Shirley Herring

TITLE: Town Clerk

ADDRESS: P.O. Box 149  
Porter, Ok. 74454

PHONE NUMBER: (918) 483-0176

Filed in the office of the municipal clerk at 7:20 a.m./(p.m) on 12/10/20

Signed   
Clerk/Deputy Clerk

\*Must be filed prior to December 15 of each year.