

MINUTES OF THE SPECIAL MEETING  
OF THE TOWN OF PORTER HEELD  
TUESDAY, DECEMBER 22, 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, Wayne Collins, and Sharon Payne. Jim Bias was absent. A quorum was present.

Others present were: Graham Moore, Kendra Moore, Jackie Todd, Mandy Peck, Joey Hatfield, and Shirley Herring.

3. Prayer

Tonya Springsted said a prayer.

4. Pledge of Allegiance.

Wayne Collins led the Pledge of Allegiance.

5. Discussion and possible action concerning:

- a. Approval to add \$300.00 to the original amount approved to Guard Tronic for installation of a panic button along with the monitored security system.

Motion was made by Sharon Payne to approve an additional \$300.00 to Guard Tronic for the installation of a panic button along with the monitored security system. The motion was seconded by Wayne Collins. Voted yes: Tonya Springsted, Sam Hendrix, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

- b. Dates to advertise with Oklahoma Municipal Management Services (OMMS) for a city administrator.

Kendra Moore said she spoke with OMMS and they need an ending date for the advertisement. Motion was made by Sharon Payne to advertise for a city administrator until February 15, 2021. The motion was seconded by Tonya Springsted. Voted yes: Tonya Springsted, Sam Hendrix, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.

- c. Approval of paying Kendra Moore a monthly employee expense allowance of \$50.00 per month,

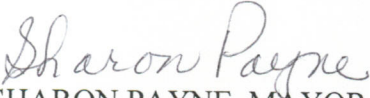
Mayor Payne said Kendra Moore will be using her personal phone for own business. Motion was made by Sharon Payne to approve paying Kendra Moore monthly employee expense allowance of \$50.00 per month. The motion was seconded by Wayne Collins. Voted yes: Tonya Springsted, Sam Hendrix, Wayne Collins, and Sharon Payne. Voted no: None. Motion carried.


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6. Adjournment.

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

Meeting adjourned at 6:08 p.m.

  
SHARON PAYNE, MAYOR

  
SHIRLEY HERRING, TOWN CLERK