

MINUTES OF THE REGULAR  
MEETING OF THE  
PORTER PUBLIC WORKS AUTHORITY  
HELD THURSDAY, DECEMBER 10, 2020

1. Call to order.

The meeting was called to order by Chairman Sharon Payne at 8:00 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; Alvin Linzy, Mary Ann Linzy, Frances Neufeld, Adam Springsted, Ron Cates, and Shirley Herring.

3. 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 Wayne Collins. Voted yes: Tonya Springsted, Jim Bias, Sam Hendrix, Wayne Collins and Sharon Payne. Voted no: None. Motion carried.

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

No items were removed from the consent agenda.

5. Appearances or petitions from the audience.

There were no appearances or petitions from the audience.

6. Discussion and possible action concerning:

- a) 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.

- b) Approval of dates for 2021 Board meetings.

The Board members looked at the list of dates for the 2021 Board meetings (see attached list). These meetings are set for the same dates as the Town Board meetings. 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.

- c) Clarification of water taps and pre-existing taps and cost for the water meter to be set

Chairman Sharon Payne said there are a lot of vacant properties that have water taps. She said these taps have sunken into the ground and are covered with dirt, which make them hard to find, if someone wants a meter installed. Chairman Payne said she thinks the Authority should charge a fee of \$50.00 or \$75.00 for setting the meter. Motion was made by Sharon Payne to charge a \$50.00 fee to set a meter in a pre-existing tap. 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) Purchasing portable lights for Water Department.

Tonya Springsted said the employees need good lights when they have to work at night. Fire Chief Adam Springsted said the fire department uses retractable lights that be adjusted in height. He said the brightness can also be adjusted. Adam said these lights operate off rechargeable batteries, which last 16 hours, before they have to be recharged. He said the prices of these lights range from \$1,200.00 to \$2,000.00. Motion was made by Sharon Payne to purchase one light for a maximum of \$2,000.00. 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.

- e) Replacing stolen items.

No action was taken on this item.

- f) Repairing or replacing water tower/storage tank.

Chairman Sharon Payne said the engineer thinks both the water tower and the storage tank can be repaired. She said the engineer is working on getting the costs for the repairs, but does not have the costs yet. No action was taken on this item.

7. Reports from department heads.

There were no reports from department heads.

8. New business.


There was no new business to be discussed.

9. Adjournment.

Motion was made by Sharon Payne to adjourn. 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.

Meeting adjourned at 8:14 p.m.

  
SHARON PAYNE, CHAIRMAN

  
SHIRLEY HERRING, SECRETARY

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.