

MINUTES OF THE REGULAR MEETING
OF THE TOWN OF PORTER HELD
THURSDAY, JANUARY 7, 2021

1. Call to order.

The meeting was called to order by Mayor Sharon Payne at 7:02 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: Jackie Todd, Adam Springsted, Nick Jackson, Graham Moore, Kendra Moore, 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 not present at the meeting.

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

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.

There were no appearances or petitions from the audience.

10. Discussion and possible action concerning:

- a) Rescinding the vote for approval to renovate the red barn and make it into a Community center.

Mayor Sharon Payne said the engineer said it would cost less to tear down the red barn and start over than to renovate it. Motion was made by Sharon Payne to rescind the vote approving renovating the red barn and making it into a community center. 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) Changing the amount approved for the purchase of a safe for the office.

Mayor Sharon Payne said at meeting held on December 10, 2020, the Board members voted to purchase a safe for \$269.98. She said this safe is not going to be big enough. Mayor Payne said the office needs a fire proof gun safe with shelves. Motion was made by Sharon Payne to purchase a safe for the office with the price of the safe to not exceed \$1,500.00. 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.

- c) Approval of purchase orders for Fire Department.

There were no purchase orders presented for approval.

- d) Approval of an agreement between the Town of Porter and the Indian Nation Council of Governments (INCOG) to update the Town's Capital Improvement Plan through a Community Development Block Grant and authorize the Mayor and Town Clerk to execute the agreement.

Motion was made by Sharon Payne to approve an agreement between the Town of Porter and the Indian Nations Council of Governments (INCOG) to update the Town's Capital Improvement Plan through a Community Development Block Grant and to authorize the Mayor and Town Clerk to execute the agreement. 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) Approval of Designation of the Town's Chief Executive Officer, the Mayor, as the certifying officer under the National Environmental Policy Act of 1969 to assume overall responsibility for the environmental review process, including signing the required certifications and other findings and statements as necessary.

Motion was made by Sharon Payne to approve designating the Town's Chief Executive Officer, the Mayor, as the certifying officer under the National Environmental Policy Act of 1969 to assume overall responsibility for the environmental review process, including signing the required certifications and other findings and statements as necessary. 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.

- f) Approval of Finding of Exemption for Administration for the Town of Porter Capital Improvement Plan Update project.

Motion was made by Sharon Payne to approve a Finding of Exemption for Administration for the Town of Porter Capital Improvement Plan Update project. 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) Approval of Authorization for the Mayor and Town Clerk to sign the Grantee Debarment Review and Certification form.

Motion was made by Sharon Payne to authorize the Mayor and Town Clerk to sign the Grantee Debarment Review and Certification form. 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.

11. Reports from:

a. Fire Department.

Fire Chief Adam Springsted reported that in December, 2020, the firefighters responded to 46 calls, which included 21 medical calls, 10 motor vehicle accidents, 11 brush fires, 1 vehicle fire, 1 public assist, and 2 structure fires.

b. Department heads.

Wayne Collins said he has been working with the appraiser on the appraisal for the land adjacent to Greenwood Cemetery. Wayne said the appraiser said the previous appraisal is correct; therefore, another appraisal is not needed. Wayne said the appraiser said another appraisal would not be worth the time or money. Tonya Springsted suggested talking to Rachael Cooper with the Wagoner County Planning and Zoning Commission and see if she has any recommendation or suggestions on selling this land.

12. New business.

Mayor Sharon Payne said the office received a Proof of Loss Statement from the insurance company today that the insurances needs signed in order to pay the claim for the damage done to the doors, filing cabinet and cash register, and for the cash that was stolen. The total loss was calculated at \$4,147.58. Mayor Payne said the insurance policy has a \$1000.00 deductible; therefore, the Town will receive \$3,147.58 for these items. Mayor Payne said this claim does not include the truck or the items that were inside the truck. Motion was made by Sharon Payne to authorize the Mayor to sign the Proof of Loss Statement. 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.

13. 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 7:21 p.m.


SHARON PAYNE, MAYOR


SHIRLEY HERRING, TOWN CLERK