

MINUTES OF THE REGULAR MEETING  
OF THE PORTER PUBLIC WORKS AUTHORITY  
HELD THURSDAY, MARCH 4, 2021

1. Call to order.

The meeting was called to order by Chairman Sharon Payne at 8:12 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: Jackie Todd, Mandy Peck, LeAnn Johnson, Kendra Moore, Graham Moore, Whitney Littlefield, Ron Cates, and Shirley Herring.

3. Necessary action concerning approval of the consent agenda:

- a) Approval of the minutes of the previous meeting.
- 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, 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 contract for purchase of Lots 18-22, Block 41, Town of Porter, Wagoner County, State of Oklahoma.

Chairman Sharon Payne said this is for the property located behind City Hall. She said the property consist of five lots and a building. She said the building has a concrete floor in about half the building. Chairman Sharon Payne said the Town has had some items stolen and needs a secure place to put vehicles and equipment. She said if this property is purchased, there will need to be a commercial type fence installed around the property, alarms and lighting will have to be installed, and the concrete floor finished in the building. Motion was made by Sharon Payne to approve the contract for purchase of Lots 18-22, Block 41, Town of Porter, Wagoner County, State of Oklahoma. 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) Depositing earnest money with the seller for purchase of above stated property.

Chairman Sharon Payne said \$750.00 earnest money is required to be deposited for the purchase of the property located behind City Hall. Motion was made by Sharon Payne to deposit \$750.00 earnest money with the seller for purchase of the above stated property. 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) Purchasing a water truck.

The Board members looks at pictures of a truck that Joey Hatfield had printed off the internet. This truck is a 2017 Dodge Ram 3500, priced at \$36,995. This truck is located at Green Country Auto Sales in Collinsville. Jim Bias said this truck does not come with a warranty. He said the vehicle that is purchased, needs to have a warranty. A brand new single cab truck can be purchased from Bill Knight Chevrolet for around \$46,000.00. Chairman Payne said the Town received about \$22,000.00 from the insurance company, including the amount that was received for the buckets and tools that were stolen. Tonya Springsted suggested scheduling a special meeting and have a truck found that the Board can vote on purchasing at this meeting. Chairman Sharon Payne called for a special meeting to be held on Wednesday, March 27, 2021, at 6:00 p.m.

- d) Purchasing a laptop computer for electronic meter reading.

Jackie Todd said the electronic meters cannot be installed without a laptop computer. He said the meters have to be programmed when they are set. Chairman Sharon Payne said a laptop cost \$476.09 through Amazon. She said if the Board doesn't want to purchase a computer online, one could be purchased from Office Depot. Motion was made by Sharon Payne to purchase a laptop computer for up to \$550.00. 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) Water and sewer rates.

The Board members looked over the new water and sewer rates that will go into effect with the bill that comes out April 1, 2021. These rates are the rates that were approved by the Board on October 15, 2020, per Ordinance #2020-2. LeAnn Johnson appeared before the Board. Ms. Johnson said she understands that the water and sewer systems need to be upgraded, but she doesn't like the amount the rates are going up. Chairman Sharon Payne said the systems are in bad shape, and the Authority has already received letters from the Oklahoma Department of Environmental Quality (DEQ) stating that the problems with the systems must be corrected. She said if the Authority does not correct the problems, DEQ could come in and take over. She said if DEQ takes over, they will raise the rates more than the Board is raising them. Motion was made by Sharon Payne to approve the new water and sewer rates. The motion was seconded by Tonya Springsted. Voted yes: Tonya Springsted, Jim Bias, Sam Hendrix, and Sharon Payne. Voted no: Wayne Collins. Motion carried.



- f) Approving pay request forms and payment of invoices to Myers Engineering.

The Board members looked over the pay request forms and the invoices from Myers Engineering. One invoice and pay request form was for \$19,300.00 for Wastewater Treatment Plant improvements and one invoice was for \$12,525.00 for Water Systems improvements at the water storage tank. The Board member said the money for the improvements to the water storage tank has not been approved or received yet; therefore, the invoice for the \$12,525.00 cannot be paid yet. Motion was made by Sharon Payne to approve the pay request form and payment of the \$19,300.00 invoice to Myers Engineering for the Wastewater Treatment Plant improvements. 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.

- g) Modifying or terminating Board Policy regarding mileage reimbursement for members of the Board of Trustees.

Motion was made by Sam Hendrix to terminate the Board Policy regarding mileage reimbursement for members of the Board of Trustees. 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.

7. Reports from department heads.

Jackie Todd said the quarterly water samples passed with flying colors.

8. New business.

Kendra Moore said on Wednesday, March 3<sup>rd</sup>, she received an email from Clinton Johnson of INCOG stating that the CDBG application for the fiscal year 2021 is due May 3<sup>rd</sup>. Kendra said this email stated that last year the Town of Porter submitted an application for Wastewater Treatment Plant improvements and Mr. Johnson wanted to know if the Town intends on submitting an application for the same project in the fiscal year 2021. The Board members said the project for the CDBG application could be discussed and voted on at the March 24<sup>th</sup> special meeting.

9. Adjournment.

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

Meeting adjourned at 9:35 p.m.

  
SHARON PAYNE, CHAIRMAN

  
SHIRLEY HERRING, SECRETARY