

MINUTES OF THE REGULAR MEETING
OF THE TOWN OF PORTER HELD
THURSDAY, JULY 8, 2021

1. Call to order.

The meeting was called to order by Mayor Bradah Littlefield at 7:00 p.m.

2. Roll call, declaration of a quorum being present.

Members present were: Ryan Moore, Whitney Littlefield, and Bradah Littlefield. Clifford Marshall, Jr. was absent. A quorum was present.

Others present were: Jackie Todd, Norma Meyer, Ava Hall, Graham Moore, Kendra Moore, Adam Springsted, Eryn Owens, Amy Kinyon, Heath Jenkins, Kerry Yochum, David Neufeld, Nick Jackson, Joey Hatfield, Justin Ayer, Tammy Ewing, and Shirley Herring.

3. Prayer.

Mayor Bradah Littlefield said a prayer.

4. Pledge of Allegiance.

Mayor Bradah Littlefield led the Pledge of Allegiance.

5. 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 Whitney Littlefield to approve the consent agenda (items a, b, and c). The motion was seconded by Bradah Littlefield. Voted yes: Ryan Moore, Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried.

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

No items were removed from the consent agenda.

7. Appearances or petitions from the audience.

- (a) Ava Hall and Norma Meyer concerning discarded flowers at cemetery

Ava Hall and Norma Meyer were present at the meeting. Norma Meyer appeared before the Board. Ms. Meyer said she and Ava Hall went through and counted the flowers that the city employees brought them that were taken off the graves after Memorial Day. She said they washed the flowers and they will put new bows and new flowers on them, if needed. Ms. Meyer said next year, they will take these refurbished flowers and put them on the graves that do not have any decorations on them at both Greenwood Cemetery and Lincoln Cemetery. She said if any flowers are left over after the graves are decorated, they will be sold at reduced prices. Ms. Meyer said one half of the proceeds from the sale of these flowers will be donated to the Cemetery Fund and the other half will be used to purchase supplies. She said Happy Bees doesn't want any compensation. Mayor Littlefield and Whitney Littlefield said Happy Bees may not get enough money from the sale of the flowers to pay for the supplies. Mayor Littlefield said Happy Bees should not be out any of money for the supplies. Ms. Meyer said they will try it and see how it works.

(b) Tony Beene concerning building in the city limits.

Tony Beene appeared before the Board. Mr. Beene said he has purchased some lots in Porter and is thinking about building either houses or duplexes on these lots. He wanted to know the lot requirements for a residence. Mayor Littlefield said per the Planning and Zoning ordinances, 5,000 square feet is required for a single family dwelling, and 8,000 square feet is required for a two-family dwelling. Jackie Todd gave Mr. Beene a copy of the ordinances.

8. Town of Porter, Oklahoma Cemetery Board-Removal of Cemetery Board of Trustees.

The Town Board of Trustees will consider, discuss and take action(s) deemed appropriate by said Trustees regarding the removal of Sharon Payne, Micki Willard, and Tabitha Bryant as Trustees of the Town of Porter, Oklahoma Cemetery Board.

Mayor Littlefield said this was discussed at the last regular meeting. She said none of the three Cemetery Board of Trustees members worked at the cemetery during the Memorial Day weekend. She said she asked for their resignations, but none of them resigned. Motion was made by Bradah Littlefield to remove Sharon Payne, Micki Willard, and Tabitha Bryant as Trustees of the Town of Porter, Oklahoma Cemetery Board. The motion was seconded by Whitney Littlefield. Voted yes: Ryan Moore, Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried

9. Discussion and possible action concerning:

(a) Interviewing and possibly hiring a Town Attorney.

Tammy Ewing was present at the meeting. Ms. Ewing appeared before the Board. Ms. Ewing said she was raised in Muskogee. She said she attended and graduated from Tulsa University. She said she went to law school in Illinois and then worked in Colorado. She said she moved back to Oklahoma four years ago. Ms. Ewing said she has worked for the City of Bixby and the City of Broken Arrow. She said she will attend all regular meetings, review contracts, and be available to answer Board members questions by phone. Motion was made by Bradah Littlefield to hire Tammy Ewing at the same amount of pay as the previous attorney. The motion was seconded by Ryan Moore. Voted yes: Ryan Moore, Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried.

(b) Hiring auditor to prepare the audit report for the fiscal year ended June 30, 2021.

Motion was made by Bradah Littlefield to go over the list of available auditors and at the next meeting decide on which auditor to hire to prepare the audit report for the fiscal year ended June 30, 2021. The motion was seconded by Whitney Littlefield. Voted yes: Ryan Moore, Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried.

(c) Closing for the Peach Festival and allowing the employees to be off with pay.

Motion was made by Bradah Littlefield to close at noon on Thursday, July 15th and close all day Friday, July 16th and allow the employees to be paid for the time off. The motion was seconded by Ryan Moore. Voted yes: Ryan Moore, Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried.

- (d) Purchasing new mower with proceeds from sale of surplused mowers.

Mayor Littlefield said \$10,851.00 was received from the sale of the surplused mowers. Jackie Todd said a new mower like the two that was recently purchased will cost \$10,450.00. Motion was made by Whitney Littlefield to use the money received from the sale of the surplused mowers to purchase a new mower like the two that were recently purchased for \$10,450.00. The motion was seconded by Ryan Moore. Voted yes: Ryan Moore, Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried

- (e) Removal of Jeremy Jenkins from the Porter Fire Department.

Whitney Littlefield said Jeremy Jenkins has not been participating in any of the Fire Department activities and has been missing meetings. Motion was made by Whitney Littlefield to remove Jeremy Jenkins from the Porter Fire Department. The motion was seconded by Bradah Littlefield. Voted yes: Ryan Moore, Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried.

- (f) Removal of Teddy Cook from the Porter Fire Department.

Whitney Littlefield said Teddy Cook wants to get off the Fire Department due to medical issues. Motion was made by Whitney Littlefield to remove Teddy Cook from the Porter Fire Department. The motion was seconded by Bradah Littlefield. Voted yes: Ryan Moore, Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried.

- (g) Appointing Michael Seals as a Requisition Officer for the Porter Fire Department
No action was taken on this item.

- (h) Cancelling or moving forward with the application filed with the Oklahoma Water Resources Board for a permit to use surface or stream water from the Verdigris River.

Mayor Littlefield said seven years ago in 2014, the Board filled out an application with the Oklahoma Water Resources Board for a permit to use surface or stream water from the Verdigris River in anticipation of the Town building its own water treatment plant. Mayor Littlefield said there is no way the Town could ever afford to build a water treatment plant. The Oklahoma Water Resource Board had sent the Town a letter stating that the Town had two options concerning this application: Option #1, to voluntarily cancel this application, or Option #2, to move forward with the processing of the application. Motion was made by Whitney Littlefield to cancel the application. The motion was seconded by Bradah Littlefield. Voted yes: Ryan Moore, Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried.

- (i) Raises for Kendra Moore and Shirley Herring.

Motion was made by Bradah Littlefield to give Kendra Moore and Shirley Herring each a \$3.00 per hour raise. The motion was seconded by Whitney Littlefield. Voted yes; Ryan Moore, Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried.

10. Reports from:

(a) Fire Department.

Fire Chief Adam Springsted reported that the firefighters responded to 36 calls in June, which included 21 medical calls, 8 motor vehicle accidents, 3 brush fires, 2 vehicle fires, 1 public assist, and 1 structure fire. He said the fire department used 2,000 gallons of water.

(b) Department heads.

No reports.

(c) Mayor

Mayor Littlefield said the Board is looking for another Board member. She said next month the Board will appoint a member to fill the vacancy on the Board.

Mayor Littlefield said Indian Health Services came by the office yesterday to see if Porter is eligible for a grant for sewer and water improvements. She said the representative from Indian Health Services went through everything having to do with the water and sewer. She said she was proud of the employees. She said she was proud of how well the employees knew their stuff and knew the answers to the questions they were asked. Mayor Littlefield said the representatives from the Indian Health Services were impressed with how well the sewer plant is maintained and operated. She said she is working to get the number of Native American residences that is on the Porter water system. She said Indian Health Services will add \$4,000.00 per every Native American household to the grant amount.

Mayor Littlefield said she is working to get money from the CARES Act. Mayor Littlefield said the money from this Act can be used for sewer system and water system improvements. She said she has contacted Senator Kim David, and Ms. David is going to find out how much Porter is going to receive, and when Porter will receive the funds.

Mayor Littlefield said the Porter Lions Club is having an appreciation dinner at 6:30 p.m. Tuesday, July 13th, for volunteers that work at the Peach Festival.

Mayor Littlefield said the Town has received a \$20,000.00 grant to renovate the Red Barn. Jackie Todd said he will get a list of the renovations that need to be done.


11. New business.

There was no new business to be discussed.

12. Adjournment.

Motion was made by Whitney Littlefield to adjourn. The motion was seconded by Ryan Moore. Voted yes: Ryan Moore, Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried.

Meeting adjourned at 8:08 p.m.


BRADAH LITTLEFIELD, MAYOR


SHIRLEY HERRING, TOWN CLERK