

MINUTES OF THE REGULAR MEETING
OF THE PORTER PUBLIC WORKS AUTHORITY
HELD THURSDAY, AUGUST 5, 2021

1. Call to order.

The meeting was called to order by Chairman Bradah Littlefield at 8:12 p.m.

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

Members present were: Norma Meyer, Ryan Moore, Clifford Marshall, Jr., Whitney Littlefield, and Bradah Littlefield. Norma Meyer had been appointed to the Board of Trustees during the Town meeting, and had taken the oaths of office in the Town meeting. A quorum was present.

Others present were: Jackie Todd, Kendra Moore, Graham Moore, David Neufeld, Frances Neufeld, Emily Mello, Tammy Ewing, 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 Whitney Littlefield to approve the consent agenda (items a, b, and c). The motion was seconded by Clifford Marshall, Jr. Voted yes: Norma Meyer, Ryan Moore, Clifford Marshall, Jr., Whitney Littlefield, and Bradah Littlefield. 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 Resolution #2021-2, authorizing application for Rural Economic Action Plan (REAP) Grant from the Oklahoma Water Resources Board (OWRB).

The Board members looked over the resolution. This resolution states that it is in the best interests of the citizens of Porter to expedite the preparation and submission of an application for financial assistance from the OWRB in the form of a grant. Motion was made by Bradah Littlefield to approve Resolution #2021-2, authorizing application for REAP grant from OWRB. The motion was seconded by Whitney Littlefield. Voted yes: Norma Meyer, Ryan Moore, Clifford Marshall, Jr., Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried.

b) Ratification of Legal Services Contract for Tammy Ewing.

Tammy Ewing said at the July 8th Town Board meeting, the Board hired her as Town Attorney. She said her contract needs to include the Porter Public Works Authority. Motion was made by Clifford Marshall, Jr. to ratify the Legal Services Contract for Tammy Ewing. The motion was seconded by Whitney Littlefield. Voted yes: Norma Meyer, Ryan Moore, Clifford Marshall, Jr., Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried.

c) Authorizing Kendra Moore as a signer on the Porter Public Works Authority bank accounts.

Motion was made by Whitney Littlefield to authorize Kendra Moore as a signer on all Porter Public Works Authority bank accounts. The motion was seconded Clifford Marshall, Jr. Voted yes: Norma Meyer, Ryan Moore, Clifford Marshall, Jr., Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried.

d) Approval of a clothing allowance for the Water Utility Clerk.

Motion was made by Whitney Littlefield to approve a \$250.00 clothing allowance per fiscal year for the Water Utility Clerk, after the Water Utility Clerk completes her probationary period, with the allowance to start in July of each year. The motion was seconded by Clifford Marshall, Jr. Voted yes: Norma Meyer, Ryan Moore, Clifford Marshall, Jr., Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried.

e) Paying employees administrative leave if the employee has to be off work due to Covid.

Motion was made by Whitney Littlefield to pay employees administrative leave if the employee has been vaccinated and has to be off work due to Covid. Voted yes: Ryan Moore, Whitney Littlefield, and Bradah Littlefield. Voted no: Norma Meyer and Clifford Marshall, Jr. Motion carried.

7. Report from:

(a) Department heads

Jackie Todd said the water loss went from one million gallons last month to a half of million gallons this month. He said the Authority has 60 miles of water line that have to be maintained.

(b) Chairman.

No Report.

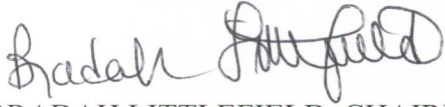
8. New business.

There was no new business to be discussed.

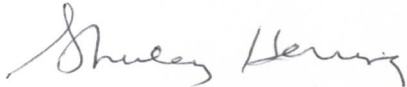
9. Adjournment.

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

Meeting adjourned at 8:20 p.m.



BRADAH LITTLEFIELD, CHAIRMAN



SHIRLEY HERRING, SECRETARY