

MINUTES OF THE SPECIAL MEETING OF  
THE PORTER PUBLIC WORKS AUTHORITY  
HELD TUESDAY, NOVEMBER 29, 2022

1. Call to order.

The meeting was called to order by Chairman Bradah Littlefield at 7:08 p.m.

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

Member present were: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr. Norma Meyer, and Kristin Eaton. A quorum was present.

Others present were: Jackie Todd, Graham Moore, Kendra Moore, Teddy Abbott, Joey Hatfield, and Shirley Herring.

3. Discussion and possible action concerning:

(a) Approval of a one-time service benefit for employees.

Chairman Bradah Littlefield said this is the same as for the Town employees, a one-time benefit that is given to the employees at Christmas time. Motion was made by Whitney Littlefield to give the employees, Jackie Todd, Bryan Heath Jenkins, Joey Hatfield, and Natasha Baucom a one-time services benefit of \$400.00, with the Authority to pay the employee taxes on the \$400.00 benefit. The motion was seconded by Kristin Eaton. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(b) Approval of pay request #5 for loan proceeds for water system improvements from the Drinking Water Facility Construction Revolving Loan Account (DWSRF) in the amount of \$72,794.53 for payment to Myers Engineering for Invoice #220124-8 for \$6,879.00 and payment to Superior Services and Supply for \$65,915.53.

Chairman Bradah Littlefield said this item was tabled from the regular meeting held on November 10, 2022, due to some issues with the quality of work done by Superior Services and Supply. She said the Oklahoma Department of Environmental Quality (DEQ) and the engineers have approved the work. Jackie Todd had some questions concerning the amount that is being billed by Superior. He also had some questions concerning the additional amount that was added to Superior's contract, per change order #2, that was approved at the September 8<sup>th</sup> meeting. Motion was made by Bradah Littlefield to approve pay request #5 for loan proceeds for water system improvements from the Drinking Water Facility Construction Revolving Loan Account (DWSRF) in the amount of \$72,794.53 for payment to Myers Engineering for Invoice #220124-8 for \$6,879.00 and payment to Superior Services and Supply for \$65,915.53. The motion was seconded by Whitney Littlefield. Voted yes: Whitney Littlefield and Bradah Littlefield. Voted no: Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Motion did not carry.

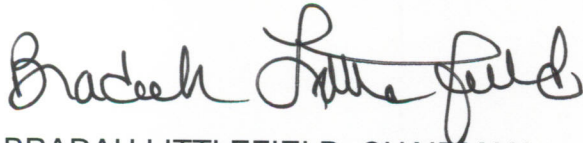
- (c) Approval of weekly payroll submissions for employees of Superior Services and Supply for the time period of the week ending September 3, 2022, through the week ending October 22, 2022

Chairman Bradah Littlefield said this was tabled from the regular meeting held on November 10, 2022. Motion was made by Bradah Littlefield to approve the weekly payroll submissions for employees of Superior Services and Supply for the time period of the week ending September 3, 2022, through the week ending October 22, 2022. The motion was seconded by Whitney Littlefield. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

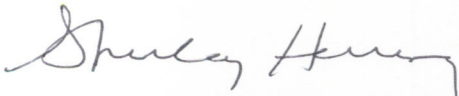
4. Adjournment.

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

Meeting adjourned at 8:17 p.m.



BRADAH LITTLEFIELD, CHAIRMAN



SHIRLEY HERRING, SECRETARY