

REGULAR MEETING OF THE
PORTER PUBLIC WORKS AUTHORITY
HELD THURSDAY, DECEMBER 3, 2015

The regular meeting of the Board of Trustees of the Porter Public Works Authority was called to order by Chairman Steve Dickey. Members present were: Richard Keck, Jim Bias, Matt Moore, Sam Hendrix, and Steve Dickey. A quorum was present.

Others present were: Sharon Payne, Russel Barnett, Sarah Barnett, Ron Cates, and Shirley Herring.

Necessary action concerning approval of the consent agenda. Motion was made by Richard Keck to approve the consent agenda. The motion was seconded by Matt Moore. Voted yes: Richard Keck, Matt Moore, Jim Bias, Sam Hendrix, and Steve Dickey. Voted no: None. Motion carried.

Consideration of items removed from the consent agenda. There were no items removed from the consent agenda; therefore, there was nothing to consider on item #4.

There were no appearances or petitions from the audience.

Discussion and necessary action concerning approval of a water tap for Sarah Barnett. Steve Dickey said there was a map with the location of this water tap included in the packet that was given to each Board member. Motion was made by Steve Dickey to approve a water tap for Sarah Barnett. The motion was seconded by Richard Keck. Voted yes: Steve Dickey, Richard Keck, Jim Bias, Matt Moore, and Sam Hendrix. Voted no: None. Motion carried.

Discussion and necessary action concerning opening a bank account for depositing and administering Oklahoma Water Resources Board (OWRB) grant. Steve Dickey said there will probably be only three or four check written out of this account. Motion was made by Richard Keck to open an account at the First Bank of Porter and authorize the Mayor to sign the resolution with three signatory cards and two signatures required. The motion was seconded by Jim Bias. Voted yes: Richard Keck, Jim Bias, Matt Moore, Sam Hendrix, and Steve Dickey. Voted no: None. Motion carried.

Discussion and necessary action concerning giving employees a Christmas bonus. Steve Dickey said Town Attorney Ron Cates suggested this item be reworded to providing employees with a one-time Christmas salary compensation adjustment. Motion was made by Steve Dickey to provide the employees with a \$350.00 one-time Christmas salary compensation adjustment. The motion was seconded by Matt Moore. Voted yes: Steve Dickey, Matt Moore, Jim Bias, Sam Hendrix, and Richard Keck. Voted no: None. Motion carried.

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Discussion and necessary action concerning purchasing coats or coveralls for employees. Jim Bias said the Board could make it a winter clothing allowance. Steve Dickey said the Board could set a certain amount. Motion was made by Jim Bias to give a winter clothing allowance of up to \$85.00 for coats or coveralls to be used in performance of job duties. The motion was seconded by Richard Keck. Voted yes: Jim Bias, Richard Keck, Sam Hendrix, Matt Moore, and Steve Dickey. Voted no: None. Motion carried.

Discussion and necessary action concerning hiring water maintenance employee. Steve Dickey said this can be put on the special meeting in order to give the Board members time to look over the applications. Motion was made by Richard Keck to table this item until the special meeting. The motion was seconded by Matt Moore. Voted yes: Richard Keck, Matt Moore, Jim Bias, Sam Hendrix, and Steve Dickey. Voted no: None. Motion carried.

The Board members acknowledged receipt of permit #WLSC0073150824 from the Oklahoma Department of Environmental Quality for construction of 2638 linear feet of two inch PVC waterline to serve the residence at 1600 E. 65th Street, Muskogee, OK 74403 (Tommy Shirley residence).

Reports from department heads. Steve Dickey said for the special projects, when there are two Board members over a project, both members need to be included in the planning and decision making process.

In other reports from department heads, Richard Keck said he spoke with Jim Lindsey, the engineer over the grant for the AMR meters, and Mr. Lindsey said the water meter bid packets need to be opened on December 17th. He said the Board needs to pick out three of the best bidders and have each of these three bidders do a presentation for the Board, and then pick out the best one of these three.

There was no new business to be discussed.

Motion was made by Richard Keck to adjourn. The motion was seconded by Matt Moore. Voted yes: Richard Keck, Matt Moore, Jim Bias, Sam Hendrix, and Steve Dickey. Voted no: None. Motion carried.

Meeting adjourned.

STEVE DICKEY, CHAIRMAN

SHIRLEY HERRING, SECRETARY