

SPECIAL MEETING OF THE
PORTER PUBLIC WORKS AUTHORITY
HELD THURSDAY, FEBRUARY 18, 2016

The special 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: Don Hutcheson, Alvin Linzy, Sharon Payne, Jim Lindsey, Peggy Sprinkles, and Shirley Herring.

Chairman Dickey went to item 3 (c) on the agenda, discussion and possible action concerning water loss. Steve Dickey said the Board needs to make a plan to find and fix the water loss. The Board members discussed installing master meters in different locations to try to pinpoint the area of the loss. The Board members looked at the map to identify the locations of where these master meters will be installed. Alvin Linzy said they will probably have to install eight 2" meters, (1) 3" meter and (1) 4" meter. Alvin said the employees can probably install the 2" meters and the 3" meter, but will probably have to have a contractor install the 4" meter. Motion was made by Richard Keck to purchase the necessary meters and check valves, if money is available, and to have the meters installed either by the Authority's employees or by an outside contractor. The motion was seconded by Steve Dickey. Voted yes: Richard Keck, Steve Dickey, Jim Bias, Matt Moore, and Sam Hendrix. Voted no: None. Motion carried.

In further discussion and possible action concerning the water loss, Steve Dickey said the blue water tower is still leaking. He said it will cost between \$15,000.00 and \$17,000.00 to repair this tower. Motion was made by Steve Dickey to try to find the money to repair the blue water tower, possibly with a loan from the Wagoner County Economic Development Authority. 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 possible action concerning amending utility policies and procedures. The Board members discussed charging a reinstallation fee, once a meter is pulled. Motion was made by Jim Bias to amend the utility policies and procedures under Reconnection of Service to add item C, to read as follows: any situation resulting in a water meter being pulled, or by request of services to be discontinued, will result in a reinstallation fee of one hundred dollars (\$100.00) plus any outstanding balance. The motion was seconded by Matt Moore. Voted yes: Jim Bias, Matt Moore, Sam Hendrix, Richard Keck, and Steve Dickey. Voted no: None. Motion carried.

-2- Porter Public Works Authority February 18, 2016

Discussion and possible action concerning past due water bills. The Board members talked about taking the customers owing past due water bills to small claims court. Town Clerk Shirley Herring said some of these past due water bills have been turned over to a collection agency. She said the collection agency has only collected on two or three accounts. Steve Dickey said they will need to talk to the attorney and find out how to terminate the collection agency. Motion was made by Steve Dickey to take no action on this item. 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 automatic water meter contract. Engineer Jim Lindsey said the bonds for Zenner USA, Inc. are all in place. He said the attorney needs to look over these bonds and then sign the Certificate of Approval form.

Discussion hiring employee. Sam Hendrix said he looked over the applications and one or two of the applicants look good. Sam said they have interviewed two applicants that were sent to the Authority by Express Professional Services. Steve Dickey said they need to hire someone with knowledge of equipment. Sam said with all the problem that need to be fixed, he thinks the Board should wait on hiring an employee and get the problems ironed out first. Steve said he would like to hire two youths to do the mowing this summer.

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

Meeting adjourned.

STEVE DICKEY, CHAIRMAN

SHIRLEY HERRING, SECRETARY