

SPECIAL MEETING OF THE  
TOWN OF PORTER HELD  
THURSDAY, NOVEMBER 19, 2015

The special meeting of the Board of Trustees of the Town of Porter was called to order by Mayor Steve Dickey. Members present were: Richard Keck, Jim Bias, Matt Moore, Sam Hendrix, and Steve Dickey. A quorum was present.

Others present were: Austin Chapman, Steve Boettcher, Don Hutcheson, Jim Lindsey, Toni Montessi, Sharon Payne, and Shirley Herring.

Mayor Dickey went to item 3 (c) on the agenda, review, discussion and possible action concerning Greenwood Cemetery. Sharon Payne, Chairman of the Cemetery Committee, appeared before the Board. Ms. Payne said two weeks ago, there was a burial and there was no paperwork filled out or signed by the family of the deceased. She said this made it hard on the Committee members marking the grave. Town Clerk Shirley Herring said she took down the information and wrote it on a piece of paper, which is how she has always done when someone calls in about a burial. She said she did not realize that the Cemetery Committee now has forms that have to be filled out and signed. Shirley said she would make sure she fills out and has the required forms signed in the future. No action was taken on this item.

Mayor Dickey went back to item 3 (a) on the agenda, review, discussion and possible action concerning the submitted and received request for proposals/qualifications for Community Development Block Grant (CDBG) funded engineering services for #16372 CDBG 15 Dixieland Avenue water line replacement project (Steve Boettcher-INCOG). Steve Boettcher was present at the meeting. At the meeting held on November 9, 2015, Mr. Boettcher gave the packets from the four engineers that had submitted proposals to the Board members to look over. Motion was made by Richard Keck to select Kelly Engineering & Associates, Inc. to engineer the Dixieland Avenue water line project. 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.

Review, discussion and possible action concerning setting up an account for a rainy day fund. Steve Dickey said Town Attorney Ron Cates is going to write an ordinance to establish this fund, but he needs to know how the Board members want the fund set up. The Board members discussed the specifics for the fund. Motion was made by Steve Dickey to look at how much to put in the fund on a quarterly basis, to not put a cap on the amount put in the fund, and to make it a requirement that it takes a yes vote by four members of the Board to withdraw money from the fund. 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.

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Discussion concerning special projects. Steve Dickey said he received a notice from the Indian Nations Council of Governments (INCOG) that applications for the 2015/2016 Rural Economic Action Plan (REAP) grants are due by January 15, 2015. He said the Board members need to be thinking about the projects for these grants. Steve said the maximum grant amount for economic/development is \$40,000.00 and the maximum grant amount for transportation projects is \$60,000.00. Don Hutcheson said the blue water tower is scheduled to be cleaned on December 14, 2015. Don said the altitude valve on the blue water tower will be repaired either the week of December 14<sup>th</sup> or the week of December 21<sup>st</sup>.

Matt Moore said he had Monty Proctor, the engineer for Wagoner County, to give estimates on the cost of repairing Belaire Avenue, First Street, and Fourth Street. The Board members looked over the estimates. Sam Hendrix said he will meet with Monty about the repairs on Belaire Avenue because Belaire needs to have some work done on the drainage.

Sam Hendrix said he spoke with Undersheriff Mike Stickelmeyer about the issues with the law enforcement coverage, and the issues have been worked out.

Motion was made by Richard Keck to adjourn. 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.

Meeting adjourned.

STEVE DICKEY, MAYOR

SHIRLEY HERRING, TOWN CLERK