

MINUTES OF THE REGULAR MEETING OF  
THE PORTER PUBLIC WORKS AUTHORITY  
HELD WEDNESDAY, JULY 12, 2023

1. Call to order.

The meeting was called to order by Chairman Bradah Littlefield at 6:38 p.m.

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

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

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

3. Necessary action concerning approval of the consent agenda:

- a) Approval of the minutes of the previous meeting.
- 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: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. 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 pay request #9 for water system improvements.

Motion was made by Whitney Littlefield to approve pay request #9 for water system improvements. The motion was seconded by Clifford Marshall, Jr. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

- b) Approval of payment of invoice # 223089-1 for \$6,800.00 to Myers Engineering for engineering services for the wastewater treatment facility improvements.

The Board members looked over the invoice. Jackie Todd said the work on the wastewater treatment facility improvements is supposed to start in about two weeks. Motion was made by Whitney Littlefield to approve payment of invoice # 223089-1 for \$6,800.00 to Myers Engineering for engineering services for the wastewater treatment facility improvements. The motion was seconded by Clifford Marshall, Jr. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

c) Approval of water meter deposits refunds to (1) Elizabeth Doerschlag, (2) Audrey Tansky, and (3) Austin Curry.

The Board members looked over the amount of the refunds. Motion was made by Whitney Littlefield to approve water meter deposits refunds to (1) Elizabeth Doerschlag, (2) Audrey Tansky, and (3) Austin Curry. The motion was seconded by Clifford Marshall, Jr. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

7. Review of applications for the position of full-time water utility clerk.

The Board members looked over the applications. The Board members will conduct interviews at a special meeting to be held in two weeks.

8. Reports from:

(a) Department heads.

Jackie Todd said the water loss this month was 600,000 gallons. He said one new tap was installed today. He said there are twenty more taps waiting to be installed.

(b) Chairman.

No report

9. New business.

There was no new business to be discussed.

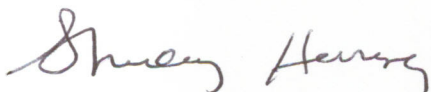
10. Adjournment.

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

Meeting adjourned at 7:00 p.m.



BRADAH LITTLEFIELD, CHAIRMAN



SHIRLEY HERRING, SECRETARY