

MINUTES OF THE REGULAR MEETING OF
THE PORTER PUBLIC WORKS AUTHORITY
HELD THURSDAY, SEPTEMBER 7, 2023

1. Call to order.

The meeting was called to order by Chairman Bradah Littlefield at 6:50 p.m.

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

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

Others present were: Nick Jackson, Kendra Moore, Kimmi Mullen, Jackie Todd, Teddy Abbott, and Shirley Herring.

3. Necessary action concerning approval of the consent agenda:

- a) Approval of the minutes of the previous meetings.
- 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., 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) Rita Peaches water bill.

The Board members went over the bill. At the meeting held on February 9, 2023, the Board members were told that Rita Peaches was away from her residence and during the cold weather, a pipe burst, and the water ran for a long period of time. Over 1,000,000 gallons of water went through the meter. This bill was \$9,813.93. At the February 9th meeting, the Board members voted to adjust the bill to the cost the Authority pays for the water and to review the situation in six months and see if any further adjustments can be made. Town Attorney Teddy Abbott said since the bill was adjusted to the cost of the water, no further adjustments can be made. He said the Authority could place a judgement lien against the property for the amount owed on the water bill, then if the property is ever sold, the Authority would get the amount owed on the water bill from the proceeds of the sale. Mr. Abbott said the Authority needs to send a letter to Ms. Peaches or her legal representative and see if they will agree to placing a judgement lien against the property. Motion was made by Bradah Littlefield to send a letter to Ms. Peaches or her legal representative asking them if they will agree to the Porter Public Works Authority placing a judgement lien on the property. The motion was seconded by Whitney Littlefield. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., and Kristin Eaton. Voted no: None. Motion carried.

b) Sewer rates for RV park.

Jackie Todd said there are going to be between 10 to 20 RVs at this park. He said the spaces are rented with all bills paid. He said there is going to be one water meter for the entire park. Jackie said there should be a sewer charge for each space. Motion was made by Bradah Littlefield to charge the flat sewer rate each month for each occupied space. The motion was seconded by Clifford Marshall, Jr. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., and Kristin Eaton. Voted no: None. Motion carried.

c) Approval of payment of invoice # 223098-2 for \$27,600.00 to Myers Engineering for engineering services for the wastewater treatment facility improvements.

The Board members looked over the invoice. Motion was made by Bradah Littlefield to approve payment of invoice # 223098-2 for \$27,600.00 to Myers Engineering for engineering services for the wastewater treatment facility improvements. The motion was seconded by Whitney Littlefield. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., and Kristin Eaton. Voted no: None. Motion carried.

d) Allowing or not allowing Bryan Heath Jenkins to receive unemployment compensation.

Chairman Bradah Littlefield said the office received notice that Bryan Heath Jenkins has applied for unemployment compensation. Motion was made by Bradah Littlefield to not allow Bryan Heath Jenkins to receive unemployment compensation. The motion was seconded by Whitney Littlefield. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, and Kristin Eaton. Voted no: None. Motion carried.

e) Hiring an employee.

Motion was made by Bradah Littlefield to take applications for a full time Porter Public Works Authority maintenance employee at a pay rate of \$14.00 to \$18.00 per hour, based on experience, with applications to be taken for two weeks, after two weeks, interviews will be held. The motion was seconded by Whitney Littlefield. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, and Kristin Eaton. Voted no: None. Motion carried.

7. Reports from:

(a) Department heads.

Jackie Todd said the water loss this month was 1,400,000 gallons. He said he has not found the cause for this loss. He said he has checked for a large leak, but he has been unable to locate a leak. He said he and employee Joey Hatfield have walked the water lines and he has had someone fly a drone over the water lines, but no leak has been located. Jackie said he and Joey will keep looking until the leak is found,

(b) Chairman.

No report

8. New business.

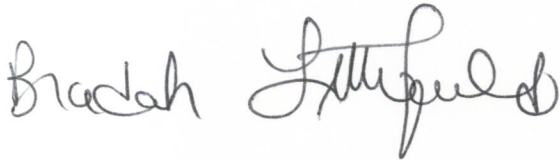
There was no new business to be discussed.

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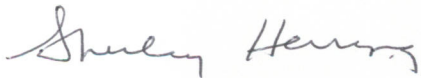
9. Adjournment.

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., and Kristin Eaton. Voted no: None. Motion carried.

Meeting adjourned at 7:25 p.m.



BRADAH LITTLEFIELD, CHAIRMAN



SHIRLEY HERRING, SECRETARY