

MINUTES OF THE REGULAR MEETING OF
THE PORTER PUBLIC WORKS AUTHORITY
HELD THURSDAY, JUNE 5, 2025

1. Call to order.

The meeting was called to order by Steve Dickey at 7:20 p.m.

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

Members present were: Bradah Littlefield, Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. A quorum was present.

Others present were: Jackie Todd, Kendra Moore, Kimmie Mullen, Joey Hatfield, Gail Zarola, Tony Zarola, Whitney Littlefield, Dahlita Tracy, Paul Wood, Logan Faulconer, Adam Springsted, 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 Kristin Eaton to approve the consent agenda (items a, b, and c). The motion was seconded by Norma Meyer. Voted yes: Bradah Littlefield, Kevin Walker, Steve Dickey, 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.

Tony Zarola told the Board members that Kevin Cheatam had passed away.

6. Discussion and possible action concerning:

- a) Approval of payment to HUB Engineers for invoice #1, in the amount of \$9,000.00 for Wastewater Treatment Plant improvements to be paid from E.P.A. funding.

Motion was made by Norma Meyer to approve payment to HUB Engineers for invoice #1, in the amount of \$9,000.00 for Wastewater Treatment Plant improvements to be paid from E.P.A. funding. The motion was seconded by Kristin Eaton. Voted yes: Bradah Littlefield, Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

- b) Approval of payment to HUB Engineers for invoice #2, in the amount of \$16,500.00 for Wastewater Treatment Plant improvements to be paid from E.P.A. funding.

Motion was made by Norma Meyer to approve payment to HUB Engineers for invoice #2, in the amount of \$16,500.00 for Wastewater Treatment Plant improvements to be paid from E.P.A. funding. The motion was seconded by Kristin Eaton. Voted yes: Bradah Littlefield, Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

- c) Approval of Jerry's Excavation, Inc.'s application for payment #1, in the amount of \$434,780.88 for Water Transmission Line Project to be paid from IHS funding.

Motion was made by Norma Meyer to approve Jerry's Excavation, Inc.'s application for payment #1, in the amount of \$434,780.88 for Water Transmission Line Project to be paid from IHS funding. The motion was seconded by Kristin Eaton. Voted yes: Bradah Littlefield, Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

- d) Approval of payment to HUB Engineers for invoice #6, in the amount of \$5,450.00 for Water Transmission Line Project to be paid from IHS funding.

Motion was made by Norma Meyer to approve payment to HUB Engineers for invoice #6, in the amount of \$5,450.00 for Water Transmission Line Project to be paid from IHS funding. The motion was seconded by Kristin Eaton. Voted yes: Bradah Littlefield, Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

- e) Purchasing maintenance equipment.

Jackie Todd showed the Board members the description and cost of a riding mower. Bradah Littlefield said three mowers were purchased a couple of years ago. Jackie said they still have three mowers, but they need another one. Chairman Steve Dickey said mowers should be rotated out. Motion was made by Steve Dickey to purchase a mower for \$15,281.00 to be paid for out of the equipment fund. The motion was seconded by Kevin Walker. Voted yes: Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. Voted no: Bradah Littlefield. Motion carried.

7. Request for an Executive Session as authorized by O.S. Title 25 §307 (B) (1) to evaluate the pay of all employees.

Motion was made by Steve Dickey to go into Executive Session. The motion was seconded by Norma Meyer. Voted yes: Bradah Littlefield, Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried. The Board members went into executive session at 7:25 p.m. The Board members returned from executive session at 7:49 p.m. Motion was made by Steve Dickey to return to regular session. The motion was seconded by Norma Meyer. Voted yes: Bradah Littlefield, Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

8. The members of the Board of Trustees will consider and take any action deemed appropriate by members of the Board of Trustees arising out of the discussion held in the foregoing executive session.

Chairman Steve Dickey said the employees' pay was evaluated. He said they are all good employees. Motion was made by Steve Dickey to raise Logan Faulconer's and Kimberly Mullen's pay by \$1.00 per hour, to raise Joey Hatfield's pay by \$2.00 per hour, and to raise Jackie Todd's pay by \$3.00 per hour. The motion was seconded by Kevin Walker. Voted yes: Bradah Littlefield, Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

9. Reports from chairman and vice-chairman.

Chairman Steve Dickey said he is trying to do everything right. He said he doesn't want to make anyone mad. He said if anyone thinks he is doing something wrong to tell him.

10. New business.

Joey Hatfield said he thinks the Authority should purchase a monitor for the Water Department office, so the workers can see the people that enter the building. Chairman Steve Dickey said he will place this on the agenda for the special meeting that will be held later this month.

Jackie Todd said they are still working on replace the Muskogee master meter. He said he can't get Muskogee to cooperate. He said they are waiting on the vault to be delivered.

Fire Chief Adam Springsted said if solar farms are allowed in Porter's fire district, the fire department will have to update its equipment. He said the firefighters can not put out a fire on a solar farm using the fire department's current equipment.

11. Adjournment.

Motion was made by Steve Dickey to adjourn. The motion was seconded by Bradah Littlefield. Voted yes: Bradah Littlefield, Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

Meeting adjourned at 7:58 p.m.

STEVE DICKEY, CHAIRMAN

SHIRLEY HERRING, SECRETARY