

MINUTES OF THE REGULAR MEETING OF
THE PORTER PUBLIC WORKS AUTHORITY
HELD THURSDAY, SEPTEMBER 4, 2025

1. Call to order.

The meeting was called to order by Steve Dickey at 6:50 p.m.

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

Members present were: Bradah Littlefield, Norma Meyer, Steve Dickey, Kevin Walker, and Lucas Beaty. Kristin Eaton resigned. During the Town meeting, Lucas Beaty was appointed to fill the vacancy on the Board. Lucas Beaty took the oath of office and the loyalty oath during the Town meeting. A quorum was present.

Others present were: Jackie Todd, Dahlita Tracy, Paul Wood, Kendra Moore, Kimberly Mullen, Tommy Mullen, Tony Zarola, Christy VanCleave, Dale Holloway, Whitney Littlefield, Terri Craig 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 Norma Meyer to approve the consent agenda (items a, b, and c). The motion was seconded by Kevin Walker. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, Kevin Walker, and Lucas Beaty. 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.

- a) John Lindsey concerning loss of water pressure, which is getting worse over the years.
John Lindsey was not present at the meeting.

- b) Christy VanCleave concerning making a payment arrangement for her July water bill.

Christy VanCleave appeared before the Board. Christy Vancleave said she has a \$200.00 or \$300.00 water bill. She said she will pay her current water bill and pay something on the past bill each month. Chairman Steve Dickey said the Board is going to discuss late and past due water bills later in this meeting.

- c) Others from the audience.

There were no appearances or petitions from others in the audience.

6. Discussion and possible action concerning:

- a) Allowing Christy VanCleave to pay her July water bill on a payment plan.

Motion was made by Steve Dickey to take no action on this item. The motion was seconded by Bradah Littlefield. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, Kevin Walker, and Lucas Beaty. Voted no: None. Motion carried.

- b) Approval of payment to HUB Engineers for invoice #4, in the amount of \$18,000.00 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 #4, in the amount of \$18,000.00 for Wastewater Treatment Plant improvements to be paid from E.P.A. funding. The motion was seconded by Kevin Walker. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, Kevin Walker, and Lucas Beaty. Voted no: None. Motion carried

c) Approval of payment to HUB Engineers for invoice 8, in the amount of \$15,500.00 for Water Transmission Line Project to be paid from OWRB funding.

Motion was made by Norma Meyer to approve payment to HUB Engineers for invoice 8, in the amount of \$15,500.00 for Water Transmission Line Project to be paid from OWRB funding. The motion was seconded by Bradah Littlefield. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, Kevin Walker, and Lucas Beaty. Voted no: None. Motion carried.

d) Approval of Jerry's Excavation, Inc.'s application for payment #3, in the amount of \$318,259.73 for Water Transmission Line Project (\$275,843.11 to be paid from IHS funding and \$42,416.62 to be paid from OWRB funding.

Motion was made by Norma Meyer to approve Jerry's Excavation, Inc.'s application for payment #3, in the amount of \$318,259.73 for Water Transmission Line Project (\$275,843.11 to be paid from IHS funding and \$42,416.62 to be paid from OWRB funding. The motion was seconded by Bradah Littlefield. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, Kevin Walker, and Lucas Beaty. Voted no: None. Motion carried.

e) Purchasing a computer monitor for the PPWA office.

Motion was made by Bradah Littlefield to purchase a computer monitor for the PPWA office. The motion was seconded by Norma Meyer. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, Kevin Walker, and Lucas Beaty. Voted no: None. Motion carried.

f) Late/past due water bills.

Chairman Steve Dickey said there are a lot of past due bills. Water Clerk Kimberly Mullen said there are currently 82 past due bills. The Board members looked over the list of past due bills. The Board members discussed a payment arrangement for past due customers. The Board discussed allowing past due customers to pay their current bills plus a minimum of \$50.00 or 10% of the past due bill, whichever is greater. Motion was made by Norma Meyer to allow people who owe a past due water bill to pay their current water bill plus a minimum of \$50.00 or 10% of the past due bill, whichever is greater, and if the payment is made by the 15th of the month, the last fee on the past due balance will be waived. The motion was seconded by Lucas Beaty. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, Kevin Walker, and Lucas Beaty. Voted no: None. Motion carried.

(g) Purchasing new set of tires for both one ton trucks.

The Board members looked at prices for the tires. Motion was made by Steve Dickey to purchase new set of tires for both one ton trucks. The motion was seconded by Norma Meyer. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, Kevin Walker, and Lucas Beaty. Voted no: None. Motion carried.

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7. Reports from chairman and vice-chairman.

There were no reports from the chairman or vice-chairman.

8. New business.

There was no new business to be discussed.

9. Adjournment.

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

Meeting adjourned at 7:28 p.m.

STEVE DICKEY, CHAIRMAN

SHIRLEY HERRING, SECRETARY