

MINUTES OF THE REGULAR MEETING  
OF THE TOWN OF PORTER HELD  
THURSDAY, AUGUST 7, 2025

1. Call to order.

The meeting was called to order by Mayor Steve Dickey at 6:00 p.m.

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

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

Others present were: Kendra Moore, Melanie Merritt, Kimberly Mullen, Paul Wood, Dahlita Tracy, Jackie Todd, Adam Springsted, Tim Kelly, Tony Zarola, and Shirley Herring.

3. Prayer.

Mayor Steve Dickey said a prayer.

4. Pledge of Allegiance.

The Board members and members of the audience recited the Pledge of Allegiance.

5. 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 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, and Kevin Walker. Voted no: None. Motion carried.

6. Consideration and possible action on items removed from the consent agenda.

No items were removed from the consent agenda.

7. Appearances or petitions from the audience:

a. Melanie Merritt concerning Porter Lions Club donating the surplus rock from stage project to the Town of Porter.

Melanie Merritt appeared before the Board. Ms. Merritt said the Lions Club has some rock left over after the stage was completed. She said the Lions Club would like to donate this rock to the Town to be used for the pavilion the Town is going to build at Town Hall. She said the Lions Club wants to donate the rock with the following conditions: (1) the rock have to be used within a year, (2) if the Town does not build the pavilion, the rock is to be returned to the Lions Club, and (3) the Town will allow the Lions Club to have two keys to the Civic Center.

b. Others from the audience.

Tony Zarola appeared before the Board. Mr. Zarola said he is splitting his property located at 707 S. G Street. He said Wagoner County told him that the Town of Porter will have to approve for the property to be split.

8. Discussion and possible action concerning:

(a) Accepting donation of rock from Porter Lions Club.

Motion was made by Steve Dickey to accept the donation of rock from the Porter Lions Club, with the conditions stated by Melanie Merritt. The motion was seconded by Norma Meyer. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, and Kevin Walker. Voted no: None. Motion carried.

(b) Accepting donation of dump truck from Wagoner County District 3.

Wagoner County District 3 Commissioner Tim Kelly said he noticed that Porter needed a dump truck. He said his district has a dump truck that he would like to donate to Porter.

Motion was made by Steve Dickey to accept the donation of a dump truck from Wagoner County District 3. The motion was seconded by Norma Meyer. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, and Kevin Walker. Voted no: None. Motion carried.

(c) Incident report from Christie Littlefield regarding cracked passenger window on vehicle.

The Board members looked over the report. The report states that Christie Littlefield was turning the corner from Main Street on to Highway 51B and a city worker was weed eating and a rock slung up and cracked the front passenger window. Ms. Littlefield had included an estimate to have the window replaced. The estimate was for \$506.73.

Motion was made by Norma Meyer to pay the \$506.73 to have the passenger window of Christie Littlefield's vehicle replaced. The motion was seconded by Kevin Walker. Voted yes: Norma Meyer, Steve Dickey, and Kevin Walker. Bradah Littlefield abstained. Voted no: None. Motion carried.

(d) Installing cover for walkway and painting handrails at Town Hall building entrance.

Mayor Steve Dickey said these items should be included in the Town Hall beautification project.

Motion was made by Steve Dickey to include these items in the Town Hall Beautification project. The motion was seconded by Kevin Walker. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, and Kevin Walker. Voted no: None. Motion carried.

(e) Replacing stop signs in town.

Mayor Steve Dickey said he would like to place blinking stop signs in three locations: (1) intersection of Hale Avenue and 1<sup>st</sup> Street, (2) intersection of Main Street and Belaire Avenue, and (3) intersection of Hale Avenue and 9<sup>th</sup> Street. Wagoner County District 3 Commissioner Tim Kelly said Wagoner County will pay for the blinking stop sign that will be installed at the intersection of Hale Avenue and 1<sup>st</sup> Street. Motion was made by Steve Dickey to purchase blinking stop signs for locations 2 and 3 listed above. The motion was seconded by Norma Meyer. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, and Kevin Walker. Voted no: None. Motion carried.

(f) Candy and Easter eggs that were bought with Town funding.

Norma Meyer said since the Easter egg hunt was cancelled due to heavy rain, she would like to know what happened to the candy and the Easter eggs that were bought with Town funding. Bradah Littlefield and Fire Chief Adam Springsted said the candy and Easter Eggs were given to the kids playing soccer. They said the eggs were thrown out on the soccer field, and the kids picked them up. No action was taken on this item.

(g) Town Hall beautification project.

Norma Meyer said the Beautification Committee hasn't gotten very far on this project yet. She said they are waiting on Ventura Rodriguez to give an estimate for some of the work that needs to be done. Jackie Todd said the tree stumps have been removed. No action was taken on this item.

(h) Cemetery maintenance project.

Norma Meyer said some of the things that need to be done at the cemetery are installing a tin horn and gravel or shale on the road on the south side of the pavilion and having a light installed on the big flagpole. Norma said the direction signs for the cemetery have been purchased. She said these signs need to be put up.

Motion was made by Norma Meyer to install a tin horn, put shale on the roads, install a light on the big flagpole, and put up the cemetery signs. The motion was seconded by Steve Dickey. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, and Kevin Walker. Voted no: None. Motion carried. Tim Kelly said the city workers can get the shale for the roads from the County's shale yard.

(i) Trash dumpsters being kept inside Town limits.

Mayor Steve Dickey said the dumpster at the RV Park was placed outside the fence and there was a lot of debris lying on the ground around the dumpster. He said the owner of the RV Park was notified three times before the Peach Festival about this matter. Mayor Dickey said the owner said he would clean it up, but he did not do anything about it. Mayor Dickey said the dumpster needed to be kept behind the fence. He said there are other residences in town that have dumpsters, but do not have fences, so the Board cannot make it mandatory that dumpsters be kept behind fences. Motion was made by Steve Dickey to table this item until the next meeting. The motion was seconded by Norma Meyer. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, and Kevin Walker. Voted no: None. Motion carried.

(j) Project for Transportation Rural Economic Action Plan (REAP) Grant through Indian Nations Council of Government (INCOG).

The Board members looked over a list of eligible projects. Motion was made by Norma Meyer to apply for street improvements. The motion was seconded by Steve Dickey. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, and Kevin Walker. Voted no: None. Motion carried.

-4- Town August 7, 2025

(k) Project for Economic Development REAP Grant through INCOG.

Motion was made by Norma Meyer to apply for two storm sirens. The motion was seconded by Steve Dickey. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, and Kevin Walker. Voted no: None. Motion carried.

(l) Approval of Resolution #2025-4, authorizing application for REAP Grant from INCOG.

Motion was made by Norma Meyer to approve Resolution #2025-4, authorizing application for REAP Grant from INCOG. The motion was seconded by Kevin Walker. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, and Kevin Walker. Voted no: None. Motion carried.

(m) Project for REAP Grant through Eastern Oklahoma Development District (EODD).

Motion was made by Norma Meyer to apply for two storm sirens. The motion was seconded by Kevin Walker. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, and Kevin Walker. Voted no: None. Motion carried.

(n) Approval of Resolution #2025-5, authorizing application for financial assistance from the REAP fund through EODD.

Motion was made by Norma Meyer to approve Resolution #2025-5, authorizing application for financial assistance from the REAP Fund through EODD. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, and Kevin Walker. Voted no: None. Motion carried.

(o) Approval of Justin Dickey as Requisitioner for the Porter Fire Department.

Motion was made by Norma Meyer to approve Justin Dickey as Requisitioner for the Porter Fire Department. The motion was seconded by Kevin Walker. Voted yes: Bradah Littlefield, Norma Meyer, and Kevin Walker. Steve Dickey abstained. Voted no: None. Motion carried.

9. Request for an Executive Session as authorized by O.S. Title 25 §307 (B) (1) to conduct 90 day evaluations of employees John Liles and Mason Plunk.

Motion was made by Steve Dickey to go into Executive Session. The motion was seconded by Norma Meyer. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, and Kevin Walker. Voted no: None. Motion carried. The Board members went into Executive session at 7:00 p.m. The Board members returned from Executive Session at 7:15 p.m. Motion was made by Steve Dickey to return to regular session. The motion was seconded by Norma Meyer. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, and Kevin Walker. Voted no: None. Motion carried.

-5- Town August 7, 2025

10. The members of the Board of Trustees will consider and take any action deemed appropriate by the members of the Board of Trustees arising out of the discussion held the foregoing Executive Session.

Mayor Steve Dickey said during the executive session, the Board members conducted the 90 day evaluations of employees John Liles and Mason Plunk.

Motion was made by Steve Dickey to move John Liles to part time on an as needed basis and to keep him on probation. The motion was seconded by Norma Meyer. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, and Kevin Walker. Voted no: None. Motion carried.

Motion was made by Steve Dickey to take Mason Plunk off probation and to give him a \$1.00 per hour raise. The motion was seconded by Norma Meyer. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, and Kevin Walker. Voted no: None. Motion carried.

11. Reports from:

(a) Fire Department.

Fire Chief Adam Springsted reported that the firefighters responded to 29 calls in July, which included 21 medical calls, 2 motor vehicle accidents, 4 brush fires, and 2 structure fires. He said the fire department used 5,600 gallons of water in July. Fire Chief Springsted said Haskell is wanting to sign a Mutual Aid Agreement with the Town of Porter. Mayor Steve Dickey said Mutual Aid Agreements are good things to have. Adam said he will draw up a Mutual Aid Agreement with Haskell and have it approved by the Board.

(b) Mayor and Vice-Mayor

Mayor Steve Dickey said the waterline being installed down Highway 51B is one mile out of town. He said this waterline project is almost completed.

Mayor Steve Dickey said the Town really appreciates the help from Wagoner County District 3 Commissioner Tim Kelly.

Mayor Steve Dickey said there are still some trees around town that need to be cut down. Jackie Todd said a local resident; Lucas Beaty removes stumps.

12. New business.

There was no new business to be discussed.

13. Adjournment.

Motion was made by Steve Dickey to adjourn. The motion was seconded by Norma Meyer. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey and Kevin Walker. Voted no: None. Motion carried. Meeting adjourned at 7:21 p.m.

STEVE DICKEY, MAYOR

SHIRLEY HERRING, TOWN CLERK