

MINUTES OF THE REGULAR MEETING  
OF THE TOWN OF PORTER HELD  
THURSDAY, DECEMBER 5, 2024

1. Call to order.

The meeting was called to order by Mayor Bradah Littlefield at 6:00 p.m.

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

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

Others present were: Dahlita Tracy, Jackie Todd, Adam Springsted, Kimberly Mullen, Kendra Moore, Doy Ann Putman, Teddy Abbott, and Shirley Herring.

3. Prayer.

The Board members and members of the audience observed a moment of silence.

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 Whitney Littlefield to approve the consent agenda (items a, b, and c). The motion was seconded by Kristin Eaton. Voted yes: Whitney Littlefield, Bradah Littlefield, Norma Meyer, and Kristin Eaton. 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:

There were no appearances or petitions from the audience.

8. Discussion and possible action concerning:

- (a) Approval of Resolution #2024-6, Notice of Municipal Election.

This resolution states that a general election, if needed, will be held on April 1, 2025, for the election of two trustees for four-year terms. The resolution further states that candidates for the offices shall file with the Secretary of the Wagoner County Election Board no earlier than 8:00 a.m. on Monday February 3, 2025, and not later than 5:00 p.m. on Wednesday, February 5, 2025. Motion was made by Whitney Littlefield to approve Resolution #2024-6, Notice of Municipal Election. The motion was seconded by Norma Meyer. Voted yes: Whitney Littlefield, Bradah Littlefield, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(b) Approval of dates for 2025 Board meetings.

The Board members looked over the dates for the 2025 Board meetings (see attached schedule). Motion was made by Whitney Littlefield to approve the dates for the 2025 Board meetings as listed. The motion was seconded by Norma Meyer. Voted yes: Whitney Littlefield, Bradah Littlefield, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(c) Rescinding the motion approved by the Board members at the meeting held on October 3, 2024, to not complete the process with the Oklahoma State Fire Marshal for the Town of Porter to become its own authority having jurisdiction to issue building permits, certificates of occupancy, safety inspections, etc. and to have jurisdiction for all code requirements within its jurisdiction. Motion was made by Whitney Littlefield to rescind the motion approved by the Board members at the meeting held on October 3, 2024, to not complete the process with the Oklahoma State Fire Marshal for Town of Porter to become its own authority having jurisdiction to issue building permits, certificates of occupancy, safety inspections, etc. and to have jurisdiction for all code requirements within its jurisdiction. The motion was seconded by Kristin Eaton. Voted yes: Whitney Littlefield, Bradah Littlefield, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(d) Approval of providing a letter of intent from the Town of Porter regarding the Town of Porter performing plan reviews, building permitting and inspections within the jurisdiction of the Town of Porter and requesting to become an Authority Having Jurisdiction.

Motion was made by Whitney Littlefield to approve providing a letter of intent from the Town of Porter regarding the Town of Porter performing plan reviews, building permitting and inspections within the jurisdiction of the Town of Porter and requesting to become an Authority Having Jurisdiction. The motion was seconded by Norma Meyer. Voted yes: Whitney Littlefield, Bradah Littlefield, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

9. Discussion concerning discontinuing payments to the Wagoner County Sheriff's Office for extra services.

Norma Meyer said she put this back on the agenda. She said she doesn't think the Town of Porter is getting \$66,000.00 worth of extra services. Norma said she put this on the agenda to give the Board members time to think about what they want to do about this matter. She said she will put this item on the January's meeting to be voted on.

10. Reports from:

(a) Fire Department.

Fire Chief Adam Springsted reported that the firefighters responded to 36 calls in November, which included 26 medical calls, 5 motor vehicle accidents, and 5 brush fires. He said the fire department used 2,000 gallons of water in November.

(b) Department heads.

No reports.

(c) Mayor.

No report.

-3- Town of Porter December 5, 2024

11. New business.

Norma Meyer said there was a poor turnout for the lighting ceremony at Tourist Park. She said there were only about ten people that showed up. Norma said they may not have a lighting ceremony next year.

12. Adjournment.

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

Meeting adjourned at 6:28 p.m.

BRADAH LITTLEFIELD, MAYOR

SHIRLEY HERRING, TOWN CLERK