

MINUTES OF THE REGULAR MEETING  
OF THE TOWN OF PORTER HELD  
THURSDAY, JUNE 5, 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, Kevin Walker, Steve Dickey, Norma Meyer and Kristin Eaton. A quorum was present.

Others present were: Logan Faulconer, Jackie Todd, Mason Plunk, John Liles, Dahlita Tracy, Mark McDaniel, James Jenkins, Tony Zarola, Gail Zarola, Sheila Buster, Whitney Littlefield, Joey Hatfield, Adam Springsted, Kendra Moore, Kimmie Mullen, Teddy Abbott, 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 Kristin Eaton. Voted yes: Bradah Littlefield, Kevin Walker, Steve Dickey, 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:

- a. James Jenkins, Jr. with Combined Insurance to discuss insurance for employees.

James Jenkins, Jr. appeared before the Board with his associate, Mark McDaniel. Mr. McDaniel said Combined Insurance is a secondary insurance not a primary insurance. He said it covers any remaining eligible costs not paid by the primary insurance. Mr. McDaniel said Combined Insurance offers accident, hospitalization, critical illness, and disability coverage for the employees. He said the payments would be paid by employees through payroll deductions. Mayor Steve Dickey said the employees will look over the plan.

- b. Others from the audience.

Two representatives from HELLO THC (the marijuana growers located on East All Red Court) appeared before the Board. These representatives asked about obtaining a Certificate of Occupancy for their business. They said they were told that the State Fire Marshall could issue them a Certificate of Occupancy.

8. Discussion and possible action concerning:

(a) Appointing a committee to oversee a project to beautify the grounds at town hall.

Mayor Steve Dickey said since the trees have been removed, he would like to have a pavilion built over the picnic table. Norma Meyer said the pavilion should complement the building. Mayor Dickey said the Board may want to consider adding picnic tables, benches, and flowers. Mayor Dickey said there is \$2,700.00 in donations that could be used for this project. Motion was made by Steve Dickey to appoint Norma Meyer, Ava Hall, and Kendra Moore as the committee to oversee the project to beautify the grounds at town hall. 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. Motion was made by Steve Dickey to spend the \$2,700.00 donation for this project. 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.

(b) Cemetery maintenance.

Norma Meyer said she put this on the agenda. She said some of the things she noticed that need to be done at the cemetery are: the section markers need to be marked on both sides, there needs to be a wall or a bench put in the pavilion for people to sit on, the pavilion needs to be painted, and gravel needs to be extended to the pad at the pavilion. Norma said there are several headstones that are crooked and need to be straightened. Mayor Steve Dickey said a monument company needs to be contacted to see how much it will cost to straighten these headstones. Norma said the cemetery also needs a new Oklahoma flag and the big flagpole needs a light. She said there need to be signs at the corner of Highway 51B and Main Street and by the park pointing in the direction of the cemetery. Kevin Walker said the cemetery should only be open from 8:00 a.m. to 6:00 p.m. Mayor Steve Dickey said someone would have to lock and unlock the gates. Norma said all Board members need to volunteer to sit at the cemetery and take donations sometime during the hours that donations are taken (donations are taken on the Friday, Saturday, and Sunday before Memorial Day and on Memorial Day from 9:00 a.m. to 5:00 p.m.).

Motion was made by Norma Meyer that all Board members sit at the cemetery and take donations. The motion was seconded by Kevin Walker. Voted yes: Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. Voted no: Bradah Littlefield. Motion carried.

(c) Purchasing peaches for the Principal Chief and other dignitaries of the Muscogee Creek Nation for contributions made to the town

Bradah Littlefield said she put this on the agenda. She said the Muscogee Creek Nation has given Porter a large amount of money and the Board needs to show their appreciation to the Nation for these contributions. Mayor Steve Dickey said the Board needs to research and find out if purchasing peaches is considered a legal expenditure for the Town. No action was taken on this matter.

(d) Allowing Board members to use the Town's side by side vehicle during the Porter Peach Festival.

Bradah Littlefield said she put this on the agenda because she would like to use the side by side during the Peach Festival. Mayor Steve Dickey said the Town's insurance will cover a Board member, but it won't cover anyone else, who rides with them. Jackie Todd said the side by side is loaded with a lot of mowing equipment. Motion was made by Norma Meyer to do not allow Board members to use the Town's side by side vehicle during the Porter Peach Festival. The motion was seconded by Kevin Walker. Voted yes: Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. Voted no: Bradah Littlefield. Motion carried.

(e) Purchasing maintenance equipment.

Jackie Todd said he would like to purchase three weed eaters, two chain saws, and one drill for a total cost of \$1,918.95. The Board members looked at pictures of this equipment.

Motion was made by Steve Dickey to purchase the equipment listed above for \$1,918.95 to be paid out of the equipment fund. 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.

(f) Approval of a building permit for William Kilgore to place a manufactured home and a shed at property located at 318 South P Street.

Mayor Steve Dickey said this item should go through Planning and Zoning. He said Planning and Zoning has to have separate meetings. He said currently Porter has no Code Enforcement Officer and no Board of Adjustment. No action was taken on this matter.

(g) Approval of a building permit for Jordon Beck to place a manufactured home on the lots located next to 305 W Dixieland Avenue.

No action was taken on this matter.

9. 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 6:45 p.m. The Board members returned from Executive Session at 7:04 p.m. Motion was made by Steve Dickey to return to regular session. 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.

10. 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.

Mayor Steve Dickey said the employees' pay was evaluated. He said John Liles and Mason Plunk were just hired in May and they will be evaluated after being employed for 60 days; therefore, no action will be taken on their pay. He said Kendra Moore's pay was also evaluated. Motion was made by Steve Dickey to raise Kendra Moore's pay by \$1.00 per hour and to give her a one-time pay extension of \$2,000.00. 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.

11. Reports from:

(a) Fire Department.

Fire Chief Adam Springsted reported that the firefighters responded to 44 calls in May, which included 36 medical calls, 5 motor vehicle accidents, 1 brush fire, 1 power line down, and 1 vehicle fire. He said the fire department used 1,200 gallons of water in May. Adam said the storm siren located on Hale Avenue is not rotating. He said this siren needs to be replaced. He said a new siren costs about \$22,000.00. Adam said the pole for this siren will be donated to the Town.

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(b) Mayor and Vice-Mayor

Mayor Steve Dickey said he and Vice-Mayor Norma Meyer are going to work together. He said he is not going to do anything by himself. He said regarding the license renewal for the marijuana grower, he doesn't think the State Fire Marshall is going to renew the license.

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 Kristin Eaton. Voted yes: Bradah Littlefield, Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

Meeting adjourned at 7:15 p.m.

STEVE DICKEY, MAYOR

SHIRLEY HERRING, TOWN CLERK