

MINUTES OF THE REGULAR MEETING
OF THE TOWN OF PORTER HELD
THURSDAY, NOVEMBER 7, 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, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. A quorum was present.

Others present were: Dahlita Tracy, Jackie Todd, Adam Springsted, Nick Jackson, Jason Reece, Darrell Wilkinson, Sheriff Chris Elliott, Undersheriff Mark Secrest, Kimberly Mullen, Sharon Risenhoover, Linda Roberts, Kimberley Lemons, Sherry Reynolds, Bobby Reynolds, Ralph Osborn, Jay Pickard, Misty Pickard, Teddy Abbott, and Shirley Herring.

3. Prayer.

Mayor Bradah Littlefield 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 meeting.
- 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 Clifford Marshall, Jr. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., 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) Jason Reece regarding Suddenlinks' ordinance with the Town of Porter.

Jason Reece appeared before the Board. Mr. Reece said he is Suddenlinks' attorney. Mr. Reece said the ordinance that was passed in 2014 granted Suddenlinks the franchise to construct and operate a cable system in Porter. He said the franchise granted under the ordinance was for ten years. The ordinance states that the Town of Porter has the option to renew this franchise for an additional period not to exceed ten years. Town attorney Teddy Abbott will look over this ordinance.

-2- Town November 7, 2024

(b) Darrell Wilkinson regarding placing a woodshed house on two lots located at Elberta and 6th Street.

Darrell Wilkinson appeared before the Board. Mr. Wilkinson showed the Board pictures of the house he wants to place at the above location.

(c) Others from the audience.

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

Mayor Bradah Littlefield went to item 9 on the agenda; discussion concerning law enforcement agreement with the Wagoner County Sheriff's Office. Norma Meyer said she put this item on the agenda. Sheriff Chris Elliott and Undersheriff Mark Secrest were present at the meeting. Norma Meyers said she thinks the Town of Porter is not getting the services for the amount of money the Town is paying. She said if Porter did not pay the sheriff anything, the sheriff's department would still have to service Porter, since Porter is in Wagoner County. Sheriff Chris Elliott said Porter gets enhanced services for the money Porter pays to Wagoner County. Kristin Eaton asked what extra services Porter receives for the amount of money Porter pays Wagoner County. Sheriff Chris Elliott went through a report that he said is completed each month by the sheriff's office. This report shows the responses, calls, and patrols that the deputies make in Porter each month. Sheriff Chris Elliott said the goal is to have one patrol per hour in Porter. Clifford Marshall, Jr. said the sheriff's office and the Town might consider looking at the amount that Porter pays Wagoner County and see if the amount can be reduced.

Mayor Bradah Littlefield went back to item 8 on the agenda.

8. Discussion and possible action concerning:

(a) Approval of Resolution #2024-5 to amend the Fair Housing ordinance to update protected classes.

This resolution states that the Board of Trustees will revise Section 5-703/704/705/706 Fair Housing of its Code of Ordinance dated 1991 to change the described protected classification of "handicap" to a current classification of "disabled". Motion was made by Whitney Littlefield to approve Resolution #2024-5 to amend the Fair Housing ordinance to update protected classes. The motion was seconded by Kristin Eaton. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(b) Approval of Ordinance #2024-1, amending Section 5-703/704/705/706 of the Code of Ordinances changing the protected class of "handicap" to a current classification of "disability".

Motion was made by Kristin Eaton to amend Section 5-703/704/705/706 of the Code of Ordinances changing the protected class of "handicap" to a current classification of "disability". The motion was seconded by Norma Meyer. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(c) Approval of audit for the fiscal year ended June 30, 2024.

Auditor Ralph Osborn went over the audit with the Board members. Motion was made by Kristin Eaton to approve the audit for the fiscal year ended June 30, 2024. The motion was seconded by Clifford Marshall, Jr. Voted yes: Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried. Whitney Littlefield had stepped out of the room for a short period of time.

Whitney Littlefield returned to the meeting.

(d) Setting date and time for Christmas parade.

Fire Chief Adam Springsted said the Fire Department would like to have the parade on December 14th at 7:00 p.m. He stated that there would be a designated area sectioned off for parade participants to throw candy to the kids standing in this designated area. Motion was made by Clifford Marshall, Jr. to approve the date and time of December 14, 2024, at 7:00 p.m. for the Christmas parade. The motion was seconded by Norma Meyer. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried

(e) Approval of a one-time service benefit for employees.

Motion was made by Clifford Marshall, Jr. to approve a one-time service benefit for each town employee in the amount of \$500.00, with the town to pay the employee taxes on the benefit, with the benefit to be paid on the next pay period, November 22, 2024. The motion was seconded by Kristin Eaton. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(f) Approval of spending or encumbering remaining ARPA funds of \$66.58.

Motion was made by Whitney Littlefield to purchase cleaning supplies with the remaining ARPA funds of \$66.58. The motion was seconded by Bradah Littlefield. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(g) Approval of the date and time for having Christmas dinner for staff, trustees, and firefighters.

The Board members discussed not having a dinner this year. Motion was made by Bradah Littlefield to take no action on this item. The motion was seconded by Norma Meyer. Voted yes: Whitney Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: Bradah Littlefield. Motion carried.

(h) Approval of adding a new fire department member.

Fire Chief Adam Springsted presented the Board members with an application from Wyatt Jackson. The Board members looked over the application. Motion was made by Whitney Littlefield to approve Wyatt Jackson as a new fire department member. The motion was seconded by Clifford Marshall, Jr. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(i) Approval for Darrell Wilkinson to place a woodshed house on property located at Elberta and 6th Street.

Motion was made by Whitney Littlefield to approve for Darrell Wilkinson to place a woodshed house on property located at Elberta and 6th Street on the condition he fills out all the required paperwork to obtain a building permit. The motion was seconded by Kristin Eaton. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(j) Approval of building permit for Sharon Risenhoover to place a mobile home on property located at 321 W. Belaire Avenue.

The Board members looked over the permit and pictures of the mobile home. Motion was made by Whitney Littlefield to approve the building permit for Sharon Risenhoover to place a mobile home on property located at 321 W. Belaire Avenue. The motion was seconded by Norma Meyer. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

9. Discussion concerning law enforcement with the Wagoner County Sheriff's Office.
See discussion listed above.

10. Request for an Executive Session as authorized by O.S. Title 25 §307 (B) (1) to conduct the 90-day evaluation of employee Logan Faulconer.

Mayor Bradah Littlefield said the 90-day evaluation is suppose to be done by the Supervisor. Jackie Todd said he has completed the evaluation. No Executive session was held.

11. 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.

No executive session was held.

12. Reports from:

(a) Fire Department.

Fire Chief Adam Springsted reported that the firefighters responded to 43 calls in October, which included 25 medical calls, 4 motor vehicle accidents, 13 brush fires, and 1 structure fire. He said he was not sure of the water usage. He said there were a lot of fires; therefore, the fire department used a lot of water.

(b) Department heads.

No reports.

(c) Mayor.

No report.

13. New business.

Norma Meyer said she doesn't know if she and Ava Hall will be able to decorate Tourist Park for Christmas. She said the Lions Club put up ten tall poles for the Peach Festival. She said the poles are cemented into the ground. She said these poles will make it hard to decorate Tourist Park Norma said they can decorate City Hall or the lot beside Happy Bees. The Board members said they would like to have Tourist Park decorated if she could work around the poles. Nick Jackson said he will help with the decorating. Norma said the Town will need to purchase more lights. Motion was made by Clifford Marshall, Jr. to spend up to \$300.00 on Christmas lights. The motion was seconded by Bradah Littlefield. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

In other new business, motion was made by Bradah Littlefield to hold the lighting ceremony at Tourist Park on November 30, 2024 at 6:00 p.m. The motion was seconded by Whitney Littlefield. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

14. Adjournment.

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

Meeting adjourned at 7:40 p.m.



BRADAH LITTLEFIELD, MAYOR



SHIRLEY HERRING, TOWN CLERK