

MINUTES OF THE REGULAR MEETING
OF THE TOWN OF PORTER HELD
THURSDAY, SEPTEMBER 4, 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 had turned in her resignation. A quorum was present.

Others present were: Kendra Moore, Kimberly Mullen, Tommy Mullen, Paul Wood, Dahlita Tracy, Jackie Todd, Tony Zarola, Dale Holloway, Whitney Littlefield, Kerry Yochum, Christy VanCleave, Lucas Beaty, Michael Seals, Wayne Collins, Frances Neufeld, Terri Craig, 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 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, 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:

There were no appearances or petitions from the audience.

8. Accepting the resignation of Board member Kristin Eaton.

Kristen Eaton had turned in a letter of resignation on August 8, 2025. The letter stated "please accept this letter as my formal resignation from my position as Trustee of the Town of Porter, effective immediately. Motion was made by Norma Meyer to accept the resignation of Board member Kristin Eaton. The motion was seconded by Kevin Walker. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, and Kevin Walker. Voted no: None. Motion carried.

9. Appointing person to fill the vacancy on the Town Board of Trustees.

Motion was made by Norma Meyer to appoint Lucas Beaty to fill the vacancy on the Town Board of Trustees. The motion was seconded by Steve Dickey. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, and Kevin Walker. Voted no: None. Motion carried.

10. Administering oaths of office to new Board member.

The oath of office and the loyalty oath were taken by new Board member Lucas Beaty. These oaths were administered to Lucas Beaty by Town Clerk Shirley Herring. After taking the oaths of office, Lucas Beaty took his place as a Board member.

11. Discussion and possible action concerning:

(a) Purchase computer monitor for Town office.

The Board members looked over a picture and cost of a computer monitor selected by Joey Hatfield. Joey Hatfield is the person that will install the new monitor. The cost of the monitor is \$119.00.

Motion was made by Steve Dickey to allow Joey Hatfield to purchase a computer monitor and all accessories necessary for the installation of the monitor. 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.

(b) Town Hall beautification project.

Norma Meyer said the beautification committee has received everything they need from Ventura Rodriguez on the work he is going to do for the beautification project. The Board members looked over the information and plans submitted by Ventura Rodriguez.

Motion was made by Steve Dickey to accept the plans and move forward with the project. 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.

(c) Cemetery maintenance project.

Norma Meyer said the list of items to be done from the last Board meeting has been completed. She said another sign needs to be purchased for Lincoln Cemetery and a cemetery direction sign needs to be purchased to be put up by the park.

Motion was made by Steve Dickey to purchase the two signs mentioned above. 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.

(d) Trash dumpster being kept inside Town limits.

Mayor Steve Dickey said this item was discussed at the last meeting. He said the Board can not make it mandatory to keep dumpsters behind a fence, because there are some residents that have dumpsters, but do not have fences. Bradah Littlefield said the Board could make it mandatory for businesses to keep trash dumpsters behind fences. Town Attorney Terri Craig said this would have to be done with a Town ordinance.

Motion was made by Steve Dickey to draw up an ordinance making it mandatory for businesses to keep dumpsters behind fences. 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.

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(e) Charging a fee for building permits.

Mayor Steve Dickey said the Town is not currently charging for building permits. He said the Town needs to go back to having the Wagoner County Metropolitan Planning Commission do the inspections for the Town. Mayor Dickey said the inspector must be licensed in electrical and plumbing in order to do inspections. The Board members discussed checking with some of the surrounding communities to see how much they charge for building permits.

Motion was made by Bradah Littlefield to table this item until further information is obtained. The motion was seconded by Steve Dickey. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, Kevin Walker, and Lucas Beaty. Voted no: None. Motion carried.

12. Reports from:

(a) Fire Department.

Firefighter Michael Seals reported that the firefighters responded to 34 calls in August, which included 24 medical calls, 5 motor vehicle accidents, 2 brush fires, 1 structure fire, and 2 gas leaks. He said the fire department used 1,800 gallons of water in August.

(b) Mayor and Vice-Mayor

Mayor Steve Dickey said the marijuana growers were approved a Certificate of Occupancy and the new owner of Porter Country Store, now called Perfect Food and Gas was approved a Certificate of Compliance. He said an inspector that Town Attorney Terri Craig got in contact with completed the inspections of these businesses and the businesses passed the inspections. Mayor Dickey said this inspector said he would be willing to inspect any businesses in Porter that need inspections to obtain a business license.

13. 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 Bradah Littlefield. Voted yes: Bradah Littlefield, Norma Meyer, Steve Dickey, Kevin Walker, and Lucas Beaty. Voted no: None. Motion carried. Meeting adjourned at 6:49 p.m.

STEVE DICKEY, MAYOR

SHIRLEY HERRING, TOWN CLERK