REGULAR MEETING OF THE
TOWN OF PORTER HELD
THURSDAY, NOVEMBER 3, 3016

The regular meeting of the Board of Trustees of the Town of Porter was called to order by Mayor Steve Dickey. Members present were: Richard Keck, Jackie Todd, Matt Moore, Sam Hendrix, and Steve Dickey. A quorum was present.

Others present were: Heath Jenkins, Lorrie Walker, Kili Jenkins, RaShae Dickey, Shaylon Dickey, Adam Dickey, Mike Yochum, Mary Sue Tedder, Eugene Blatchford, Andrea Karnes, Peggy Karnes, Julie Dickey, Jerry Jenkins, Jr., Vanessa Jenkins, Dustin Allan, Dewayne Jenkins, David Greeno, Sharon Payne, Bill Tedder, Jim Lindsey, Darrell Bailey, Jett Monks, Amy Kinyon, Ron Cates, and Shirley Herring.

Richard Keck said a prayer and then Matt Moore lead the Board members and members of the audience in reciting the Pledge of Allegiance.

Mayor to address Board members and audience. Mayor Dickey said the audience can only speak about items that are on the agenda, and only at the time the Board is discussing that item.

Mayor Steve Dickey said a majority of the people in the audience was concerned about item 10 (n) on the agenda, disciplinary action of Fire Chief David Dickey. Steve Dickey said David Dickey could not be at tonight's meeting; therefore, this item would be moved to another meeting.

Opening and awarding bids for sale of surplus property. The bids were opened and read aloud by Richard Keck and Jackie Todd. There were thirteen items of surplus property for sell. There were twenty one bids received (see attached bid sheet). Motion was made by Steve Dickey to accept the highest bids. The motion was seconded by Richard Keck. Voted yes: Steve Dickey, Richard Keck, Jackie Todd, Matt Moore, and Sam Hendrix. Voted no: None. Motion carried.

Necessary action concerning approval of the consent agenda. Steve Dickey said a correction needed to be made to the minutes of a previous meeting. Motion was made by Richard Keck to approve items b and c of the consent agenda. The motion was seconded by Jackie Todd. Voted yes: Richard Keck, Jackie Todd, Matt Moore, Sam Hendrix, and Steve Dickey. Voted no: None.

Consideration of items removed from the consent agenda. Steve Dickey said on Page 2 of the minutes for October 6, 2016, it states: Motion was made by Steve Dickey to put 75% of the amount charged for opening and closing graves into the General Fund, retroactive back to when Leonard Spencer started digging the graves. Steve Dickey said the minutes should have stated: Motion was made by Steve Dickey to put 75% of the amount charged for opening and closing graves into a rainy day saving account, retroactive back to when Leonard Spencer

started digging the graves. Motion was made by Richard Keck to approve the minutes of the previous meetings as amended. The motion was seconded by Matt Moore. Voted yes: Richard Keck, Matt Moore, Jackie Todd, Sam Hendrix, and Steve Dickey. Voted no: None. Motion carried.

There were no appearances or petitions from the audience.

Discussion and possible action concerning use of money received from the sale of surplus property. Steve Dickey suggested putting the money into the rainy day fund until the Board decides the best use of the money. Motion was made by Steve Dickey to put the money received from the sale of surplus property into the Rainy Day Fund account. The motion was seconded by Richard Keck. Voted yes: Steve Dickey, Richard Keck, Jackie Todd, Matt Moore, and Sam Hendrix. Voted no: None. Motion carried.

Discussion and possible action concerning purchase of truck. Steve Dickey said the Town is short a vehicle. He said Don Hutcheson has been driving the car. Steve Dickey said the Board members need to think about purchasing a truck. He said he will put this item on the agenda of the special project meeting which will be held later in the month.

Discussion and possible action concerning project for Community Development Rural Economic Action Plan (REAP) grant through Indian Nations Council of Governments (INCOG). Town Clerk Shirley Herring said the application for this grant is due January 13, 2017. She said the grant has a maximum amount of $40,000.00. The Board members looked over a list of projects that are eligible for the grant. These projects include: water or sewer projects, fire protection and public safety services, telecommunication systems, and community buildings. Steve Dickey said this item will be put on the December meeting to give the Board members time to think about what project they would like to have done.

Discussion and possible action concerning project for Transportation REAP grant through INCOG. Shirley Herring said this grant with a maximum amount of $60,000.00 is for street improvements. She said this grant is also due on January 13, 2017. Steve Dickey said this item will also be put on the December meeting to give the Board members time to think about what street project they would like to have done.

Discussion and possible action concerning approval of a permit to allow Katy and Nathan Kilgore to keep show animals in the city limits. According to the permit, Katy and Nathan Kilgore would like to keep one pig and maybe one goat in a small building in their back yard. The permit states the animals will only be outside the building to walk/exercise, but will live inside the building. Motion was made by Sam Hendrix to approve the permit to allow Katy and Nathan Kilgore to keep show animals in the city limits. The motion was seconded by Jackie Todd. Voted yes: Sam Hendrix, Jackie Todd, Matt Moore, Richard Keck, and Steve Dickey. Voted no: None. Motion carried.

Discussion and possible action concerning who is authorized to make purchases for the Town. Steve Dickey said one employee purchased tools without authorization. He said this employee's name was on the account. Town Attorney Ron Cates said the Board could limit the number of employees who are authorized to make purchases. No action was taken on this item.

Discussion and possible action concerning issuing purchase orders. Steve Dickey said the employee making the purchase and the person who authorizes the purchase could both sign a book stating what the purchase is for, where the purchase is made, and date of purchase. No action was taken on this item.

Discussion and possible action concerning approval of purchase orders for Fire Department. Assistant Fire Chief Heath Jenkins said the Fire Department has one purchase order for approval. He said this purchase order is for $1,300.00 for repairs on the 4,000 gallon tanker. Motion was made by Steve Dickey to approve the above listed purchase order. The motion was seconded by Matt Moore. Voted yes: Steve Dickey, Matt Moore, Jackie Todd, Sam Hendrix, and Richard Keck. Voted no: None. Motion carried.

Discussion and possible action concerning opening a rainy day saving account for money received from interments and other sources. Town Clerk Shirley Herring said at a previous meeting Steve Dickey said the Town Attorney was going to write an ordinance to establish the fund. At this meeting the Board voted to look at how much to put in the fund on a quarterly basis, to not put a cap on the amount to put in the fund, and to make it a requirement that it takes a yes voted by four members of the Board to withdraw money from the fund. Ron Cates said the Board may have to do a supplemental budget. He said the Board will need to pass a resolution to open the account. Motion was made by Richard Keck to direct the attorney to prepare an ordinance to establish a Rainy Day Fund, with the ordinance to be adopted at the next regular meeting. The motion was seconded by Matt Moore. Voted yes: Richard Keck, Matt Moore, Jackie Todd, Sam Hendrix, and Steve Dickey. Voted no: None. Motion carried.

Discussion and possible action concerning purchasing coats or coveralls for employees. Richard Keck said a limit needs to be put on the price. Sam Hendrix said the Board could give the employees an allowance for the coats or coveralls and if they go over the allowance, the employee pays the balance. Motion was made by Sam Hendrix to allow $100.00 to purchase a coat or coverall. The motion was seconded by Matt Moore. Voted yes: Sam Hendrix, Matt Moore, Richard Keck, and Steve Dickey. Voted no: Jackie Todd. Motion carried.

Discussion and possible action concerning cut off time for placing items on the agenda. Steve Dickey said currently the Board members do not get their packets until the Wednesday before the meeting and this does not give them enough time to go over everything. Town Attorney Ron Cates said the cut off time for placing items on the agenda, should be the Friday before the meeting. Motion was made by Steve Dickey that the cut off time for placing items on the

agenda be at closing time on the Friday before the meeting, with the Board members being able to pick up the packets on the Tuesday before the meeting. The motion was made by Richard Keck. Voted yes: Steve Dickey, Richard Keck, Jackie Todd, Sam Hendrix, and Matt Moore. Voted no: None.

Steve Dickey combined the next two items on the agenda, discussion and possible action concerning providing employees with a turkey or ham for Thanksgiving and discussion and possible action concerning providing employees with a one-time Christmas compensation adjustment. Motion was made by Richard Keck to give each employee $400.00 as a one-time Christmas compensation adjustment, which also includes the cost of a turkey or ham for Thanksgiving, to be paid on November 21, 2016. The motion was seconded by Matt Moore. Voted yes: Richard Keck, Matt Moore, Jackie Todd, Sam Hendrix, and Steve Dickey. Voted no: None. Motion carried.

Report from Fire Department. Assistant Fire Chief Heath Jenkins said the firefighters responded to 27 calls in October, 2016, which included 16 medical calls, 3 structure fires, 4 brush fires, 3 motor vehicle accidents, and 1 vehicle fire. Firefighter David Greeno said he obtained some prices for the purchase and installation of a new storm siren. David Greeno said the best place to install the new siren is by the blue water tower.

Reports from department heads. Matt Moore said the First Street project got started today, November 3, 2016.

In other reports, Steve Dickey said the Board members need to come up with a plan to take of the dog problem. He said people are afraid to walk because of the dogs running loose.

New business. RaShae Dickey said that the name of the person, who places an item on the agenda, needs to be put beside the agenda item.

Motion was made by Steve Dickey to adjourn. The motion was seconded by Richard Keck. Voted yes: Steve Dickey, Richard Keck, Jackie Todd, Sam Hendrix, and Matt Moore. Voted no: None. Motion carried.

Meeting adjourned.

STEVE DICKEY, MAYOR

SHIRLEY HERRING, TOWN CLERK