

REGULAR MEETING OF THE
PORTER PUBLIC WORKS AUTHORITY
HELD THURSDAY, SEPTEMBER 3, 2015

The regular meeting of the Board of Trustees of the Porter Public Works Authority was called to order by Chairman Steve Dickey. Members present were: Richard Keck, Jim Bias, Matt Moore, and Steve Dickey. Sam Hendrix was absent. A quorum was present.

Others present were: Micheal Eaton, Kristin Gaither, Don Hutcheson, Therman Ray, Micki Willard, Julie Dickey, Jake Harris, Jim Lindsey, Jerry Jenkins, Jr., Darryl Hale, Jr., Nick Davis, Ron Cates, and Shirley Herring.

Necessary action concerning approval of the consent agenda. Motion was made by Matt Moore to approve the consent agenda. The motion was seconded by Richard Keck. Voted yes: Matt Moore, Richard Keck, Jim Bias, and Steve Dickey. Voted no: None. Motion carried.

Consideration of items removed from the consent agenda. There were no items removed from the consent agenda; therefore, there was nothing to consider on item #4.

Appearances or petitions from the audience. Jerry Jenkins, Jr. appeared before the Board. Jerry asked if the Board members had decided what to do about his water. Steve Dickey said this will be put on the agenda for the special meeting.

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

Discussion and necessary action concerning approval of a water tap for Jake Harris. Mr. Harris was present at the meeting. Mr. Harris said he is building a house on 61st Street. Micheal Eaton said he and Alvin Linzy have looked at the location for this tap and it is okay for a tap. Motion was made by Steve Dickey to approve a water tap for Jake Harris pending necessary action by Mr. Harris to meet all necessary requirements. The motion was seconded by Richard Keck. Voted yes: Steve Dickey, Richard Keck, Matt Moore, and Jim Bias. Voted no: None. Motion carried.

Discussion and necessary action concerning approval of a water tap for Nathan Moore. Secretary Shirley Herring said Mr. Moore called and said he would like to postpone approval of this tap until next month.

Discussion and necessary action concerning reducing water meter deposit for renters. Jim Bias said the Board members need to look at other ways to prevent renters from moving off and leaving a large water bill, such as reading the meters earlier and turning off for nonpayment sooner. He said currently if the bill is not paid by the 24th of the month, water is disconnected on the 25th. Jim said by this time, there is already another bill due, and the \$100.00 deposit that was previously charged did not cover this bill. Steve Dickey said the time frame for shut offs is tight. Jim Bias said he will research the alternatives to raising the deposit. Motion was made by Steve Dickey to allow Jim Bias to research what can be done to prevent renters from moved off and leaving a large water bill. The motion was seconded by Richard Keck. Voted yes: Steve Dickey, Richard Keck, Matt Moore, and Jim Bias. Voted no: None. Motion carried.

Discussion and necessary action concerning rescinding motion approving purchasing automatic meter readers from Republic and going out for bids. Richard Keck said he put this on the agenda. Richard said he and Engineer Jim Lindsey thinks it would be in the best interest of the Authority to go out for sealed bids. He said the Authority received a grant from the Oklahoma Water Resource Board (OWRB) to purchase some of the meters, and since the cost of the meters will be over \$50,000.00, OWRB wants bids. Richard said the Board members need to do more research on each brand of meter to see which meter is the best for the Authority. Motion was made by Richard Keck to rescind the motion approving purchasing automatic meter readers from Republic and go out for bids. Seconded by Jim Bias. Richard Keck rescinded this motion. Motion was made by Richard Keck to rescind approving purchasing automatic meter readers from Republic and to go out for bids. This motion was seconded by Jim Bias. Voted yes: Richard Keck, Jim Bias, Matt Moore, and Steve Dickey. Voted no: None. Motion carried.

Discussion and necessary action concerning approval of pay raise and job title for Don Hutcheson. Executive session, if necessary. Motion was made by Steve Dickey to go into executive session. The motion was seconded by Richard Keck. Voted yes: Steve Dickey, Richard Keck, Matt Moore, and Jim Bias. Voted no: None. Motion carried. The Board members went into executive session at 7:45 p.m. The Board members returned from executive session at 7:55 p.m. Motion was made by Steve Dickey to give Don Hutcheson 50 cents per hour raise and to give him the job title of Wastewater Superintendent. The motion was seconded by Jim Bias. Voted yes: Steve Dickey, Jim Bias, Matt Moore, and Steve Dickey. Voted no: None. Motion carried.

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Reports from Department heads. Steve Dickey, head of the Water and Sewer Departments, said the Authority has been operating under Don Hutcheson's licenses. He said there were some problems at the Tullahassee storage tank that had to be fixed. He said Don Hutcheson received a quote of \$1,379.25 from Retrofit Automation to modify the controls at the Tullahassee storage tank. Steve said since this was an emergency, he gave the approval to go ahead with the work. He said they started today, and will finish up next week. Steve said the blue water tower needs to be repaired. Don Hutcheson said he will get some quotes on this. Steve Dickey said there were 3,583,470 gallons of water lost this month. He said he doesn't think it is a leak. Steve said they need to section off the water in areas to see which areas the loss is in. He said they need to put in a valve to close off Muskogee water and just use Coweta water to see if the loss is on the Muskogee side. Steve Dickey said they will put a plan together.

There was no new business to be discussed.

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

Meeting adjourned.

STEVE DICKEY, CHAIRMAN

SHIRLEY HERRING, SECRETARY