MINUTES OF THE REGULAR MEETING

OF THE TOWN OF PORTER HELD

MONDAY, MARCH 07, 2019

Mayor, Sharon Payne thanked the audience before the meeting about how she was pleased to see more of the town community participating and coming to the meetings than before.

1. Call to order at 7:00 P.M.

The meeting was called to order by Mayor, Sharon Payne.

1. Roll call, declaration of a quorum being present.

Members present were: Tonya Springsted, Matt Willhite, Sam Hendrix, Adam Karnes, and Sharon Payne. A quorum was present.

Others present was Jackie Todd, Ron Cates, Nick Jackson, Whitney Littlefield, Wayne Collins, Adam Springsted, Dana Todd & Boyfriend, Dusty Todd & Wife, Steve Boettcher, and Deborah Forbes.

1. Prayer.

Adam Karnes said a prayer.

1. Pledge of Allegiance.

Sam Hendrix led the Pledge of Allegiance.

1. Mayor to address Board members and audience.

Mayor, Sharon Payne addressed the audience and the board members with a warm greeting about how she wants to pull the community and town together with transparency, ethics, accountability, and working together will make the town to be stronger. Sharon Payne stated she is passionate about building a better town for people to live in.

1. Board members to address Town Attorney.

No board members to address the Town Attorney.

1. Necessary action concerning approval of the consent agenda:
   1. Approval of the minutes of the previous meetings.
   2. Approval of the purchase orders.
   3. Approval of the payroll purchase orders.

Motion was made by Sam Hendrix to approve the consent agenda. The motion was second by Adam Karnes. Voted yes: Tonya Springsted, Matt Willhite, Sam Hendrix, Adam Karnes, and Sharon Payne. Voted no: None Motion carried.

8. Consideration and possible action on items removed from the consent agenda.

No action was taken on items removed from the consent agenda.

9. Appearances or petitions from the audience:

No appearances or petitions from the audience.

10. Discussion and possible action concerning:

a. Approval of water meter deposit refunds to:

1. Belete Dessalegne

2. Velma Young

3. Rita Willhite

4. Jeff Brown

Motion was made by Adam Karnes to approve the water meter deposit refunds as listed on the agenda. The motion was second by Matt Willhite. Voted yes: Tonya Springsted, Matt Willhite, Sam Hendrix, Adam Karnes, and Sharon Payne. Voted no: None. Motion carried.

b. Dusty Todd medical cannabis facility business.

Adam Karnes excused himself from the meeting and left the room.

Motion was made by Sharon Payne the approval for Dusty Todd’s building permit of a portable 12x16 building for medical cannabis facility business. The motion was second by Sam Hendrix. Voted yes: Matt Willhite, Sam Hendrix, and Sharon Payne. Voted no: Tonya Springsted. Motion carried.

Adam Karnes entered back into the room for the rest of the meeting.

c. Authorizing Mayor, Sharon Payne to sign the checks and other documents.

Motion was made by Adam Karnes to approve the Mayor, Sharon Payne to sign the checks and other documents. The motion was second by Tonya Springsted. Voted yes: Tonya Springsted, Matt Willhite, Sam Hendrix, Adam Karnes, and Sharon Payne. Voted no: None. Motion carried.

d. Cemetery survey.

Motion was made by Sharon Payne to authorize the Town Attorney, Ron Cates to send Chaffin Survey company a letter to proceed with another survey company. The motion was second by Matt Willhite. Voted yes: Tonya Springsted, Matt Willhite, Sam Hendrix, Adam Karnes, and Sharon Payne. Voted no: None. Motion carried.

e. Approval Budget Amendment 2018-2019.

Motion was made by Adam Karnes to except the Budget Amendment 2018-19. The motion was second by Tonya Springsted. Voted yes: Tonya Springsted, Matt Willhite, Sam Hendrix, Adam Karnes, and Sharon Payne. Voted no: None. Motion carried.

f. Town’s Rainy Day Fund.

Motion was made by Adam Karnes for all Cemetery opening and closing goes into the Town’s General Fund and Cemetery lot sales 75% goes into the Town’s General Fund and 25% goes into the Cemetery Land Fund. The motion was second by Matt Willhite. Voted yes: Tonya Springsted, Matt Willhite, Sam Hendrix, Adam Karnes, and Sharon Payne. Voted no: None. Motion carried.

g. Approving a community development project to be submitted to the Oklahoma Department of Commerce for funding consideration under the FY 2019 Community Development Block Grant Program.

INCOG, Steve Boettcher spoke about the FY 2019 Community Development Block Grant Program to the audience.

h. Adopt a 2019 CDBG-Community Development Block Grant Citizens Participation Plan for the Town of Porter.

Motion was made by Sharon Payne to adopt a 2019 CDBG-Community Development Block Grant Citizens Participation Plan for the Town of Porter. The motion was second by Adam Karnes. Voted yes: Tonya Springsted, Matt Willhite, Sam Hendrix, Adam Karnes, and Sharon Payne. Voted no: None. Motion carried.

i. FY 2019 CDBG Public Hearing on Community Development Needs in the Town of Porter.

Motion was made by Sharon Payne to open on the FY 2019 CDBG PUBLIC Hearing on Community Development Needs in the Town of Porter. Sharon Payne closed FY 2019 CDBG Public Hearing on Community Development Needs in the Town of Porter at 7:49 P.M.

j. Regarding the selection of a project for the FY 2019 Community Development Block Program through the Oklahoma Department of Commerce.

Mayor, Sharon Payne continued to proceed on the next project meeting.

k. Adopt a resolution requesting assistance from the Oklahoma Department of Commerce for the FY 2019 Community Development Block Grant (CDBG) program.

Motion was made by Adam Karnes to adopt a resolution requesting assistance from the Oklahoma Department of Commerce for the FY 2019 Community Development Block Grant (CDBG) program. The motion was second by Tonya Springsted. Voted yes: Tonya Springsted, Matt Willhite, Sam Hendrix, Adam Karnes, and Sharon Payne. Voted no: None. Motion carried.

l. Authorize the Mayor to sign the application documents for the FY 2019 CDBG application to the Oklahoma Department of Commerce.

Motion was made by Adam Karnes authorize the Mayor to sign the application documents for the FY 2019 CDBG application to the Oklahoma Department of Commerce. The motion was second by Matt Willhite. Voted yes: Tonya Springsted, Matt Willhite, Sam Hendrix, Adam Karnes, and Sharon Payne. Voted no: None. Motion carried.

m. Designation of Deborah Forbes, Porter Town Clerk, to submit all Documents in [OK.Grants.gov](http://ok.grants.gov/).

Motion was made by Sharon Payne to designate Deborah Forbes, Porter Town Clerk, to submit all Documents in [OK.Grants.gov](http://ok.grants.gov/). The motion was second by Sam Hendrix. Voted yes: Tonya Springsted, Matt Willhite, Sam Hendrix, Adam Karnes, and Sharon Payne. Voted no: None. Motion carried.

Sharon Payne adjourned the public meeting at 7:40 P.M.

14. Reports from:

a. Fire Department.

Medical – 11

Medical Alarm - 1

Fire Alarm - 1

Grass Fire - 1

MVA - 4

Public Assist - 2

1. Purchase Orders.

There were no purchase orders at this time.

2. Discussion and possible action concerning:

a. Fire Department purchasing two new Brush trucks.

Motion was made by Adam Karnes authorized to proceed with the fire department purchasing two new brush trucks. The motion was second by Matt Willhite. Voted yes: Tonya Springsted, Matt Willhite, Sam Hendrix, Adam Karnes, and Sharon Payne. Voted no: None. Motion carried.

b. Approval of electing Dustin Mashburn as a Volunteer Firefighter.

Motion was made by Sharon Payne to approve the election of Dustin Mashburn as a Volunteer Firefighter. The motion was second by Adam Karnes. Voted yes: Tonya Springsted, Matt Willhite, Sam Hendrix, and Sharon Payne. Voted no: None. Motion carried.

b. Department heads.

There was no Department heads to discuss.

15. New business.

There was no new business to discuss.

16. Adjournment.

Motion was made by Sharon Payne to adjourn at 8:02 P.M. The motion was second by Sam Hendrix. Voted yes: Tonya Springsted, Matt Willhite, Sam Hendrix, and Sharon Payne. Voted no: None. Motion carried.

Sharon Payne, Mayor

Deborah Forbes, Secretary