

MINUTES OF THE REGULAR MEETING
OF THE TOWN OF PORTER HELD
THURSDAY, JANUARY 6, 2022

1. Call to order.

The meeting was called to order by Mayor Bradah Littlefield at 6:02 p.m.

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

Members present were: Norma Meyer, Ryan Moore, Clifford Marshall, Jr., Whitney Littlefield, and Bradah Littlefield. A quorum was present.

Others present were: Jackie Todd, Kendra Moore, Graham Moore, Adam Springsted, Natashia Baucom, Frank Davis, Tammy Ewing, and Shirley Herring.

3. Prayer.

The Board members and the members of the audience observed a silent moment of 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: Norma Meyer, Ryan Moore, Clifford Marshall, Jr., Whitney Littlefield, and Bradah Littlefield. 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. Discussion and possible action concerning:

- (a) Reinstating Teddy Cook as a volunteer firefighter for the Porter Fire Department.

Whitney Littlefield said Teddy Cook was removed from the Fire Department due to medical issues. She said these issues have been resolved and Teddy would like to be reinstated. The Board members said they would like to talk to Fire Chief Adam Springsted about this matter. Since Adam was not present at the meeting at this time, Mayor Littlefield went to the next item on the agenda. Mayor Littlefield said the Board would come back to this item later in the meeting.

(b) Purchasing supplies for appreciation dinner for employees and dignitaries.

The Board members discussed what supplies will be needed. The Board members discussed purchasing the food and other supplies needed, such as paper plates, napkins, tablecloths, and eating utensils. Motion was made by Bradah Littlefield to purchase supplies for the appreciation dinner for employees and dignitaries with the cost not to exceed \$1,000.00. The motion was seconded by Whitney Littlefield. Voted yes: Norma Meyer, Ryan Moore, Clifford Marshall, Jr. Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried.

(c) Identifying the funding for dinner supplies discussed in 8 (b) above.

Motion was made by Bradah Littlefield to take the cost of the dinner supplies out of the Miscellaneous Expense budget in the Town's General Fund. The motion was seconded by Whitney Littlefield. Voted yes: Norma Meyer, Ryan Moore, Clifford Marshall, Jr. Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried.

Fire Chief Adam Springsted came into the meeting; therefore, Mayor Littlefield went back to item 8 (a) on the agenda, reinstating Teddy Cook as a volunteer firefighter for the Porter Fire Department.

Fire Chief Adam Springsted said Teddy Cook said his medical problems have been taken care of; therefore, he would like to be reinstated as a volunteer firefighter. Town Attorney Tammy Ewing asked Adam Springsted if Teddy had received a medical clearance from his physician. Adam said he has not seen any kind of medical information from Teddy's physician. Ms. Ewing said the Board may want to get this information before considering reinstating Teddy. Motion was made by Bradah Littlefield to table this item. The motion was seconded by Whitney Littlefield. Voted yes: Norma Meyer, Ryan Moore, Clifford Marshall, Jr. Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried.

(d) Procedures for abatement of property maintenance code violations.

Norma Meyer asked about the procedures for having owners clean up their properties. Town Attorney Tammy Ewing said there are three different options. Option 1 is for the Board to hold a public hearing to declare the property a public nuisance, Option 2 is to cite the property owner for a code violation and have the property owner appear in municipal court, Option 3 is for bigger nuisances, such as dilapidated houses. For Option 3, the Town would pay the Wagoner County Planning and Zoning Commission to have their code enforcer take care of the violation. The Board members discussed sending letters to the property owners and giving them a certain date to get their property cleaned up. Town Attorney Tammy Ewing said the Town needs to have a Code Enforcement Officer. Motion was made by Whitney Littlefield to make Jackie Todd the Code Enforcement Officer to act on written complaints until April, and then make a list of the properties that need to be cleaned up and act on this list. The motion was seconded by Bradah Littlefield. Voted yes: Norma Meyer, Ryan Moore, Clifford Marshall, Jr. Whitney Littlefield, and Bradah Littlefield. Voted no: None. Motion carried.

9. Reports from:

(a) Fire Department.

Fire Chief Adam Springsted reported that the firefighters responded to 34 calls in December, which included 25 medical calls, 5 motor vehicle accidents, 1 grass fire, 1 public assist, and 2 structure fires. He said the fire department used 3,200 gallons of water in December. Adam said the fire department had an inspection by an inspector from the State of Oklahoma. He said this inspector checked everything. He said the inspection went well.

(b) Department heads.

No reports.

(c) Mayor

No report.

10. New business.

There was no new business to be discussed.

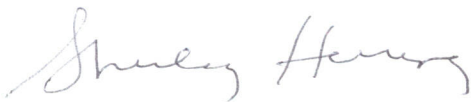
11. Adjournment.

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

Meeting adjourned at 7:08 p.m.



BRADAH LITTLEFIELD, MAYOR



SHIRLEY HERRING, TOWN CLERK