

MINUTES OF THE REGULAR MEETING
OF THE TOWN OF PORTER HELD
THURSDAY, APRIL 7, 2022

1. Call to order.

The meeting was called to order by Mayor Bradah Littlefield at 6:03 p.m.

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

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

Others present were: Jackie Todd, Kendra Moore, Graham Moore, Adam Springsted, Natashia Baucom, Megan Douglas, J.T. Darling, 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. FY 2022 Community Development Block Grant (CDBG) Public Hearing on Community Development Needs in the Town of Porter.

Mayor Bradah Littlefield opened the public hearing at 6:08 p.m. Megan Douglas with the Indian Nations Council of Governments (INCOG) was present at the meeting. Ms. Douglas said this hearing is being held to receive recommendations on community development needs for the Town of Porter. She said the Town can apply for funds through a Community Development Block Grant (CDBG). She said applications for this grant are due by May 3, 2022. She said the Town of Porter can apply for funds up to \$600,000.00. Ms. Douglas said the maximum amount last year was \$450,000.00. She said last year the Town of Porter submitted an application for wastewater system improvements. She said this application was not funded; therefore it could be resubmitted. The Board members said the sewer system needs to be upgraded. Hearing no other comments, Mayor Littlefield closed the public hearing at 6:15 p.m.

6. 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 Clifford Marshall, Jr. to approve the consent agenda (items a, b, and c). The motion was seconded by Norma Meyer. Voted yes: Norma Meyer, Clifford Marshall, Jr., and Bradah Littlefield. Voted no: None. Motion carried.

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

No items were removed from the consent agenda.

8. Appearances or petitions from the audience.

There were no appearances or petitions from the audience.

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9. Discussion and possible action concerning

(a) Approval of Resolution #2022-2, requesting assistance from the Oklahoma Department of Commerce for the FY 2022.

The Board members looked over the resolution. This resolution states that the Town of Porter desires to obtain assistance in community development and hereby requests the Oklahoma Department of Commerce to provide assistance through a Community Development Block Grant. Motion was made by Clifford Marshall, Jr. to approve Resolution #2022-2, requesting assistance from the Oklahoma Department of Commerce for the FY 2022, with the Town to apply for wastewater system improvements. The motion was seconded by Bradah Littlefield. Voted yes: Norma Meyer, Clifford Marshall, Jr., and Bradah Littlefield. Voted no: None. Motion carried.

(b) Adoption of a Citizen Participation Plan for the Town of Porter.

Megan Douglas went over the plan. This plan provides for notices to inform citizens of CDBG program activities. Motion was made by Clifford Marshall, Jr. to adopt a Citizen Participation Plan for the Town of Porter. The motion was seconded by Norma Meyer. Voted yes: Norma Meyer, Clifford Marshall, Jr., and Bradah Littlefield. Voted no: None. Motion carried.

(c) Authorizing the Mayor to execute application documents for the FY 2022 Community Development Block Grant (CDBG).

Motion was made by Clifford Marshall, Jr. to authorize the Mayor to execute application documents for the FY 2022 Community Development Block Grant (CDBG). The motion was seconded by Norma Meyer. Voted yes: Norma Meyer, Clifford Marshall, Jr., and Bradah Littlefield. Voted no: None. Motion carried.

(d) Ownership of cemetery plots 3 and 4 located in the Far West Section, Block 10, Lot 3, in Greenwood Cemetery.

Mayor Littlefield said this item was tabled from the March 10, 2022, meeting. Mayor Littlefield said these plots were supposed to have been purchased by a person in 2007, and this person was going to pay out the cost of the plots. She said at the time the plots were selling for \$150.00 each. Mayor Littlefield said one payment of \$10.00 was made on these plots in 2015, and one payment of \$30.00 was made in 2016. She said in 2019, this person's sister took over payments and paid out the remaining \$270.00. Mayor Littlefield said this person wanted a deed for these plots. Mayor Littlefield said she met with the person who paid the remaining balance and told her she should not have been allowed to take over the payments because plots are non-transferable, and in 2019 plots were selling for \$500.00 each. She said this person said if the Town would refund her the money she paid for these plots, she would turn them back to the Town. No action was taken on this item

10. Reports from:

(a) Fire Department.

Fire Chief Adam Springsted reported that the firefighters responded to 48 calls in March, which included 23 medical calls, 11 motor vehicle accidents, 8 grass fires, 1 structure fire, 3 public assists, 1 vehicle fire, and 1 mutual aid. He said the fire department used 5,200 gallons of water in February. Adam said the fire department staged a mock wreck at the school today April 7, 2022. He said Life Flight and Wagoner County EMS were present. Adam said the fire department is going to stage the mock wreck every two years.

(b) Department heads.

No reports.

(c) Mayor

Mayor Littlefield said Ryan Moore has not attended a mandatory class for newly elected officials. She said regulations state if a newly elected official does not attend this class within a year of taking office, the official can not serve on the Board, after the year is over. Mayor Littlefield said Ryan Moore was sworn into office on April 22, 2022.

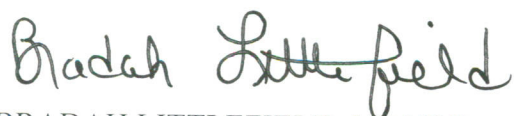
11. New business.

There was no new business to be discussed.

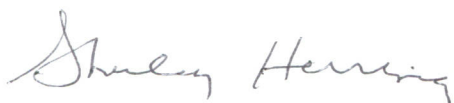
12. Adjournment.

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

Meeting adjourned at 6:25 p.m.



BRADAH LITTLEFIELD, MAYOR



SHIRLEY HERRING, TOWN CLERK