

MINUTES OF THE REGULAR MEETING OF
THE PORTER PUBLIC WORKS AUTHORITY
HELD THURSDAY, AUGUST 4, 2022

1. Call to order.

The meeting was called to order by Chairman Bradah Littlefield at 7:30 p.m.

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

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

Others present were: Jackie Todd, Natashia Baucom, Kendra Moore, Heath Jenkins, Kili Jenkins, Joey Hatfield, Parker Wilkerson, and Shirley Herring.

3. 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 Norma Meyer. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

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

No items were removed from the consent agenda.

5. Appearances or petitions from the audience.

There were no appearances or petitions from the audience.

6. Discussion and necessary action concerning:

(a) Approval of pay request #2 for loan proceeds for water system improvements from the Drinking Water Facility Construction Revolving Loan Account (DWSRF) in the amount of \$1,000.00 for payment to Myers Engineering for invoice #220124-4.

Motion was made by Clifford Marshall, Jr. to approve pay request #2 for loan proceeds for water system improvements from the Drinking Water Facility Construction Revolving Loan Account (DWSRF) in the amount of \$1,000.00 for payment to Myers Engineering for invoice #220124-4. The motion was seconded by Kristin Eaton. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(b) Pay raises for Joey Hatfield, Bryan Heath Jenkins, and Jackie Todd.

The Board members looked at the wages these employees are currently being paid. Motion was made by Bradah Littlefield to give a \$1.50 per hour pay raise across the board. The motion was seconded by Kristin Eaton. Voted yes: Whitney Littlefield, Bradah Littlefield, Clifford Marshall, Jr., Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

7. Reports from:

(a) Department heads

Jackie Todd said the water loss this month was 649,000 gallons. He said the work on the Tullahassee water tank is scheduled to begin on Monday, August 8th. Jackie said there is a builder that wants to build 80 homes in Porter's water district. He said the area being looked at for these homes is located at Highway 51B and 451st Street South.

(b) Chairman.

Chairman Bradah Littlefield said the Board needs to look at Planning and Zoning for the Town. She said the Board needs to consider hiring an inspector to do the building inspections and not have the inspections done by the Wagoner County Metropolitan Planning Commission. Chairman Littlefield said Prime Stop had their gas shut off due to a leak. She said the leak was repaired, but Wagoner County wouldn't come out to inspect it. She said without this inspection, the gas company would not turn the gas back on; therefore, the store was without gas for over a week, and could not prepare food. Jackie Todd said the owner of the store was also fined \$400.00 by the Wagoner County Metropolitan Planning Commission.

8. New business.

Norma Meyer asked what has been done about the fire hydrant that is on the property where the ice machine is located. Jackie Todd said this fire hydrant has been turned off. He said it will be moved to another location at a later date.

In other new business, Chairman Bradah Littlefield said she received an email from Engineer Matt Coe stating that he needs the board members to pick out the color of the paint for the water towers. The Board members looked at color samples. Chairman Littlefield said she will talk to Matt Coe and see if he can provide some bigger samples for the board members to look at.

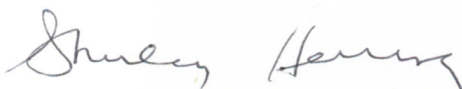
9. Adjournment.

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

Meeting adjourned at 8:19 p.m.



BRADAH LITTLEFIELD, CHAIRMAN



SHIRLEY HERRING, SECRETARY