REGULAR MEETING OF THE
TOWN OF PORTER HELD
THURSDAY, JUNE 8, 2017

The regular meeting of the Board of Trustees of the Town of Porter was called to order by Mayor Steve Dickey. Members present were: Richard Keck, Sharon Payne, Matt Moore, Sam Hendrix, and Steve Dickey. A quorum was present.

Others present were: Toni Montessi, Jackie Todd, Julie Dickey, David Greeno, Jim Lindsey, Don Hutcheson, Leslie Schroeder, Adam Springsted, Billy Stirlen, Ron Cates, and Shirley Herring.

Richard Keck said a prayer and then Matt Moore lead the Board members and members of the audience in reciting the Pledge of Allegiance.

Mayor to address Board members and audience. The Mayor did not address the Board members or audience.

Mayor Dickey went to item 9 (c) on the agenda, discussion and possible action concerning approval of payment for storm siren. The Board members looked over the invoice for the siren. The cost and installation of the siren was $15,930.00. Steve Dickey said this siren will be paid for out of a Rural Economic Action Plan (REAP) grant through Eastern Oklahoma Development District (EODD). Motion was made by Steve Dickey to approve payment for storm siren. The motion was seconded by Matt Moore. Voted yes: Steve Dickey, Matt Moore, Sharon Payne, Sam Hendrix, and Richard Keck. Voted no: None. Motion carried.

Necessary action concerning approval of the consent agenda. Motion was made by Steve Dickey to approve the consent agenda. The motion was seconded by Matt Moore. Voted yes: Steve Dickey, Matt Moore, Sharon Payne, Sam Hendrix, and Richard Keck. 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 #7.

There were no appearances or petitions from the audience.

Discussion and possible action concerning repairs at Civic Center. Steve Dickey said the air conditioner filter needs to be changed. He said the toilets are leaking in both the men's and women's bathrooms. Steve said the air conditioning in the basement and emergency lights in the basement are not working. Employee Don Hutcheson said he will check these items out and see if he can repair them. No action was taken on this item.

Discussion and possible action concerning changing name of account from Cemetery Cash Fund to Cemetery Donation Fund. Sharon Payne said the money that is deposited in this fund if all from donations. Motion was made by Steve Dickey to change name of account from Cemetery Cash Fund to Cemetery Donation Fund. The motion was seconded by Sharon Payne. Voted yes: Steve Dickey, Sharon Payne, Sam Hendrix, Richard Keck, and Matt Moore. Voted no: None. Motion carried.

Mayor Dickey went to item 9 (h) on the agenda, discussion and possible action concerning complaint from Betty Henson. The Board members looked over a written complaint from Betty Henson concerning the condition her property was left in after construction of the Dixieland water line replacement project. Her complaint states that the construction company left holes and large clay chunks all along side of her trailer park. Steve Dickey said the construction company is not finished yet. He said the contractor still has to do some clean-up, put concrete around the water valves that were installed, and install a water tap that was taken out. He said the contractor has not been paid their final payment yet. Steve said the contractor has until June 19th to finish the project. He said if the contractor does not finish the project; the Town can hire someone else to do the work and pay them out of the grant funds. No action was taken on this item.

Mayor Dickey went back to item 9 (d) on the agenda, discussion and possible action concerning approval of change order #2 to Mom and Sons Construction for Dixieland Avenue water line replacement project #16843 CDBG 16. The Board members looked over the change order. This change order was for the installation of 80 linear feet of 8" HDPE pipe at $18.00 per linear foot, for a total of $1,440.00. Motion was made by Steve Dickey to approve to pay change order #2 to Mom and Sons Construction for Dixieland Avenue water line project, but to hold the payment until the job is completed, with the check to be released after final inspection. The motion was seconded by Richard Keck. Voted yes: Steve Dickey, Richard Keck, Sharon Payne, Sam Hendrix, and Matt Moore. Voted no: None. Motion carried.

Discussion and possible action concerning approval of pay estimate #4 to Mom and Sons Construction on Dixieland Avenue water line replacement project #16843 CDBG 16. The Board members looked over the estimate. The estimate was for $18,053.16. Motion was made by Steve Dickey to approve pay estimate #4 to Mom and Sons Construction on Dixieland Avenue water line replacement project, with the payment not to be released until final inspection is passed. The motion was seconded by Richard Keck. Voted yes: Steve Dickey, Richard Keck, Sharon Payne, Sam Hendrix, and Matt Moore. Voted no: None. Motion carried.

Discussion and possible action concerning appointment of Fire Chief. Sam Hendrix said the fire department would like to have one person in charge. He said the person the firefighters chose for Fire Chief is David Greeno. Steve Dickey said there are some issues that need to be addressed before a fire chief is appointed. He said the Board needs to decide if a limit should be placed on how long a person can serve as chief. Richard Keck said there are some problems

that need to be solved first, before a chief is appointed. Motion was made by Sam Hendrix to table this item. The motion was seconded by Sharon Payne. Voted yes: Sam Hendrix, Sharon Payne, Richard Keck, Matt Moore, and Steve Dickey. Voted no: None. Motion carried.

Discussion and possible action concerning approval of purchase orders for Fire Department. Assistance Fire Chief David Greeno said the Fire Department has no purchase orders for approval this month.

Mayor Dickey went to item 10 (a) on the agenda, report from Fire Department. David Greeno said the blotter report from Wagoner County for May, 2017, was not available. He said he looked at the run reports and checked with Tullahassee Fire Department on the number of mutual aid responses made by Porter and Tullahassee. David Greeno said per these reports, the Fire Department responded to 39 calls in May. He said most of the calls were medical calls.

Mayor Dickey went back to item 9 (i) on the agenda, discussion and possible action concerning duties and responsibilities of Jackie Todd's job. Steve Dickey said when he is not available; Jackie Todd needs to take over the managerial duties. He said Jackie Todd has been doing this for about a week, and has been doing a good job. Steve said a lot of jobs are getting done. Motion made by Steve Dickey to have Jackie Todd manage the employees and projects in the Town. The motion was seconded by Sharon Payne. Voted yes: Steve Dickey, Sharon Payne, Sam Hendrix, Richard Keck, and Matt Moore. Voted no: None. Motion carried.

Discussion and possible action concerning appointment of department heads. Steve Dickey said he would like to make the following recommendations:

Richard Keck--------Planning and Zoning
Matt Moore-------- Street and Alley
Sam Hendrix--------Sewer
Steve Dickey---------Water
Sharon Payne--------Offices (Water and Town)
Entire Board----------Police and Fire

Motion was made by Sharon Payne to approve the recommendations made by the Mayor. The motion was seconded by Richard Keck. Voted yes: Sharon Payne, Richard Keck, Sam Hendrix, Matt Moore, and Steve Dickey. Voted no: None. Motion carried.

Reports from department heads. Sam Hendrix said he talked with County Commissioner Tim Kelley about repairs on First Street. The County is going to take out the trees along the east side of First Street from Belaire Avenue to Hale Avenue and make a ditch so the water can run into the creek. This ditch will be installed so that it can be mowed.

In other reports, Sharon Payne said the paperwork have been completed for the new telephone system. She said the room where the telephone equipment is set up needs to be cleaned and a 4' by 4' board needs to be put up to install some of the telephone equipment on. Sharon said the new phones should be installed Monday, June 12, 2017.

There was no new business to be discussed.

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

Meeting adjourned.

STEVE DICKEY, MAYOR

SHIRLEY HERRING, TOWN CLERK