

MINUTES OF THE SPECIAL MEETING
OF THE PORTER PUBLIC WORKS AUTHORITY
HELD TUESDAY MAY 13, 2025

1. Call to order.

The meeting was called to order by Chairman Steve Dickey at 6:31 p.m.

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

Members present were: Bradah Littlefield, Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. A quorum was present.

Others present were: Kendra Moore, Graham Moore, Kimmie Mullen, Wayne Collins, Francis Neufeld, Mr. and Mrs. Ralph Osborn, Jackie Todd, and Shirley Herring.

3. Working on preparation of fiscal year 2025-2026 budget.

The Board members worked with Ralph Osborn, Kendra Moore, Jackie Todd, and Shirley Herring on preparing the fiscal year 2025-2026 budget.

4. Discussion and possible action concerning:

(a) Agenda item submission cut off day and time.

Motion was made by Steve Dickey that the cut-off for submission of agenda items be the last working day of the previous month before the meeting. The motion was seconded by Norma Meyer. Voted yes: Bradah Littlefield, Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(b) Departments heads.

Chairman Steve Dickey said he thinks it would be better to not have department heads at this time. He said whenever there is a specific project to be completed, two Board members can be appointed to oversee that project. Motion was made by Steve Dickey to not appoint department heads at this time and to appoint two Board members to oversee specific projects, whenever these projects arise. The motion was seconded by Kevin Walker. Voted yes: Bradah Littlefield, Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(c) Signers on bank accounts.

Secretary Kendra Moore said the current signers on the bank accounts are Kendra Moore, Bradah Littlefield, and Shirley Herring. Bradah Littlefield said she can be taken off as a signer on the bank accounts. She said sometimes it is hard for her to get to the office to sign checks before the office closes. Motion was made by Steve Dickey to remove Bradah Littlefield and add Norma Meyer. The motion was seconded by Kevin Walker. Voted yes: Bradah Littlefield, Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

5. Adjournment.

Motion was made by Steve Dickey to adjourn. The motion was seconded by Norma Meyer. Voted yes: Bradah Littlefield, Kevin Walker, Steve Dickey, Norma Meyer, and Kristin. Voted no: None. Motion carried.

Meeting adjourned at 7:01 p.m.

STEVE DICKEY, CHAIRMAN

SHIRLEY HERRING, SECRETARY