

MINUTES OF THE SPECIAL MEETING
OF THE TOWN OF PORTER HELD
TUESDAY, MAY 13, 2025

1. Call to order.

The meeting was called to order by Mayor Steve Dickey at 6:00 p.m.

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

Members present were: Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. Bradah Littlefield came into the meeting at 6:24 p.m., during item #3, working on preparation of fiscal year 2025-2026 budget. A quorum was present.

Others present were: Kendra Moore, Graham Moore, Jackie Todd, Kimmi Mullen, Wayne Collins, Francis Neufeld, Mr. and Mrs. Ralph Osborn, 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 Town Clerk Shirley Herring on preparing the fiscal year 2025-2026 budget.

Motion was made by Mayor Steve Dickey to recess the Town Board meeting in order to go into the Porter Public Works Authority 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. The meeting was recessed at 6:30 p.m.

Motion was made by Mayor Steve Dickey to come out of recess and return to the Town Board meeting. The motion was seconded by Kristin Eaton. Voted yes: Bradah Littlefield, Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried. The Town Board meeting resumed at 7:02 p.m.

4. Discussion and possible action concerning:

(a) Hiring two employees to help with town clean up.

Mayor Steve Dickey said he would like the Board to hire two employees to do the mowing at the cemetery, parks, rights-of-way, and other town property, and to cut and trim trees and brushes. Bradah Littlefield asked if these employees would be full or part time employees. Supervisor Jackie Todd said it would be full time. Kristin Eaton asked if the employment would be temporary for the mowing season. Mayor Steve Dickey said the Board will conduct an evaluation of the employees after 60 days and make a decision on the employment status at that time. Motion was made by Steve Dickey to hire two employees, to be selected at the discretion of Supervisor Jackie Todd, at the pay rate of \$15.00 per hour for mowing and town clean up, unless there is an emergency that these employees need to help with, then they can be taken off the mowing and clean up during the emergency. 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) Agenda item submission cut off day and time.

Motion was made by Steve Dickey that the cut-off for submission of agenda items to 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.

(c) Department heads.

Mayor 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 Norma Meyer. Voted yes: Bradah Littlefield, Kevin Walker, Steve Dickey, Norma Meyer, and Kristin Eaton. Voted no: None. Motion carried.

(d) Signers on bank accounts.

Motion was made by Steve Dickey to have Norma Meyer, Kendra Moore, and Shirley Herring as signers on the town's bank accounts. The motion was seconded by Kristin Eaton. 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 Eaton. Voted no: None. Motion carried.

Meeting adjourned at 7:20 p.m.

STEVE DICKEY, MAYOR

SHIRLEY HERRING, TOWN CLERK