

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of November 3, 2009

A properly advertised Washington Parish Communications District Board meeting was held on November 3, 2009 at 805 Pearl Street, Franklinton, LA at 6:00 PM.

Members present were:	Mr. James Coleman	Chairman
	Mr. Mike Stogner	Vice-Chairman
	Mr. Gary Fenner	Treasurer
	Mr. Joshua Bridges	
	Mr. Jason Verret	

Members absent were:	Mrs. Cynthia August	Secretary
	Mr. Mike Miller	

Others present were:	Mr. Dan Foil	Attorney
	Mr. and Mrs. Bobby Crow	
	Cami Jones	

Chairman Coleman called the meeting to order at the appointed time of 6:00 p.m. Mr. Fenner opened with prayer and the pledge of allegiance to the flag of the United States.

ROLL CALL OF BOARD MEMBERS

Mr. Coleman called the roll. The results of that roll call are recorded above.

APPROVAL OF MINUTES

Mr. Coleman called for a motion to dispense with the reading of the minutes from the October, 2009, meeting. The minutes were mailed out to each member prior to this meeting. Mr. Bridges made the motion to dispense with the reading of the minutes. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

Mr. Stogner made the motion to approve the minutes of the October, 2009, meeting. Mr. Fenner seconded the motion. Motion passed by a unanimous vote.

MANAGER'S REPORT

This office has been active during the month of October with both the normal daily operational issues of the office plus supporting our special projects.

First, let me report on the daily operational issues.

Daily Operational Issues

PSAP equipment is working well, with no issues to report during the month of October. There have been no equipment failures, during the past month.

We installed an automatic answering device for ten digit 9-1-1 lines which are used for outgoing calls only. This device will prevent distractions to the dispatchers from computer generated sales calls which ring on these four lines.

We gave out a total of 44 new addresses in the Parish during October. The location of these addresses was as follows:

Franklinton	24
Mt. Hermon	02
Pine	03
Bogalusa	09
Varnado	03
<u>Angie</u>	<u>03</u>
Total	44

The accounting system is working well. Mr. Fenner and I continue to input the monthly financial data.

Ms Moore and Ms Jones continue to do the addressing and all the map updates and have been working very hard on map updates which were sent to GeoComm last week.

Road name changes to be reviewed tonight in a public hearing for publically requested changes are as follows:

<u>Petition No.</u>	<u>Old Name</u>	<u>New Name</u>	<u>Reason for Change</u>
2009-8	Walker Rd	Timber Trail	Duplicate Name

In addition, the following address changes which may generate public comment are still being worked on :

<u>Person/Organization</u>	<u>Old Address</u>	<u>New Address</u>
American Legion Home	Hwy 10	Lakeview Rd
Rayburn Correctional Center	Hwy 21	Prison Rd or New Name
D.L. Crain	Avenue F	Murray Williams Rd or New Name
E Hunt and Others	Ward Line Rd	Lambert Rd or New Name

Special Projects

Work continues on the communications center design with two meetings with the architect. In addition, the Louisiana Army National Guard started land clearing on October 17th and 18th.

Mr. Coleman has included one of the pictures that I took in his report.

This has been an interesting and productive month for our office. I would like to thank the board for their support and inputs.

Chairman Coleman called for any questions concerning the November, 2009, Manager's Report. Hearing none, Chairman Coleman called for a motion to accept and approve the manager's report.

Mrs. Fenner made the motion to accept and approve the November, 2009, Manager's Report as given. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

Public 911 Education

Our 911 web site was visited by 176 new users during the month of October. There were 284 page hits during this time period. This is about the same when compared to last month's activity level.

WPCD's Request For Louisiana National Guard Assistance

As Joanna reported, the Louisiana Army National Guard began work on October 17th for two days. Approximately half of the property has now been cleared and leveled. They will return in November to do additional work. The picture that Joanna took is shown below:



Communications Center Louisiana Capital Appropriations

Lambert continues to work on the building design. A review of the project was held on October 7th and October 22nd. The present building layout is attached for your reference. Also for your reference is the final commitment from Manatee County Florida to donate PSAP equipment to Washington Parish.

LRA Funding for Tower Related Costs

Lambert continues to work on tower design. A review of the project was held on October 7th and October 22nd.

Homeland Security Funding

The Governor's Office of Homeland Security has purchased a new digital repeater for the parish which will be available for emergency communications if the primary 700 mhz system becomes inoperable. Equipment has been delivered.

USDA Loan

Paperwork has been submitted for an USDA backed loan as follows.

Additional Furniture Fixtures Equipment

EOC Conference Room Equipment	\$	50,000		
Communication Consoles and Chairs	\$	90,000		
Communication Computer Systems	\$	150,000		
Radio and Radio Control	\$	75,000		
Architectural and Engineering	\$	37,000		
Total			\$	402,000

District Legal Projects

Wayne continues to develop the language for the Cooperative Endeavor Agreement between Washington Parish Government and the Communications District related to the construction of the Communications Center.

Conclusions

The challenges of fine tuning and improving our system continues. I would like to thank both the board, Mrs Thomas and her staff for their hard work on the many complex challenges currently facing us.

Chairman Coleman called for any questions concerning the November, 2009, Chairman's Report.

Hearing none, Chairman Coleman called for a motion to accept and approve the Chairman's Report. Mr. Verett made the motion to accept and approve the November, 2009, Chairman's Report as given. Mr. Bridges seconded the motion. Motion passed by a unanimous vote

TREASURER'S REPORT

Mr. Fenner reviewed the financial statements beginning with the balance sheet, both assets and liabilities. He then reviewed the income and budget statements. Next, he reviewed the check register, cash receipts, the account reconciliation statement, and the 911 funds statement with cash disbursements. Mr. Fenner reviewed all the financial statements, the checklist, and the October YTD spending as compared to the 2009 budget.

Chairman Coleman called for a motion to accept and approve the Treasurer's report, the financial statements, the checklist, and the October YTD spending as compared to the 2009 budget.

Mr. Fenner made the motion to accept and approve the Treasurer's report, the financial statements, the checklist, and the October YTD spending as compared to the 2009 budget. Mr. Bridges seconded the motion. Motion passed by a unanimous vote

COMMITTEE REPORTS

There were no committee reports.

OLD AND NEW BUSINESS

The following publically requested road name changes were reviewed by the board during a public hearing.

<u>Petition No.</u>	<u>Old Name</u>	<u>New Name</u>	<u>Reason for Change</u>
2009-8	Walker Rd	Timber Trail	Duplicate Name

Mr. Stogner made the motion to approve the road name changes for the reasons stated, given that the requirements of Ordinance 09-500 have been met and that no opposition to the change has been made. Mr. Verett seconded the motion. Motion passed by a unanimous vote

Mr. Fenner made the motion to adjourn the Board meeting. Mr. Stogner seconded the motion. Motion passed by a unanimous vote. Meeting of the Board adjourned at 7:00 PM.

As recorded by: Mrs. Joanna Thomas.

Approved by: _____
Mrs. Cynthia August, Secretary