

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of October 10, 2017

A properly advertised Washington Parish Communications District Board meeting was held October 10, 2017 at 54100 Dollar Road, Franklinton, LA at 6:00 PM.

Members present were:	Mr. James Coleman	Chairman
	Mr. Gary Fenner	Treasurer
	Mrs. Cynthia August	Secretary
	Mr. Cook Byrd	

Members absent were:	Mr. Mike Stogner	Vice-Chairman
	Mr. Olander Smith	
	Mr. Stephen Richardson	

Others present were:	Joanna Thomas	Director
	Dan Foil	Attorney

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

Mrs. Thomas called the roll. The results of that roll call are recorded above.

Mr. Coleman called for a motion to dispense with the reading of the minutes from the September, 2017, meeting. The minutes were mailed out to each member prior to this meeting. Mr. Byrd made the motion to dispense with the reading of the September meeting minutes. Mr. Fenner seconded the motion. Motion passed by a unanimous vote.

Mr. Coleman called for a motion to approve the September, 2017, meeting minutes. Mr. Fenner made the motion to approve the September, 2017, meeting minutes. Mr. Byrd seconded the motion. Motion passed by a unanimous vote.

DIRECTOR'S REPORT

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

Daily Operational Issues

All PSAPs are currently operational with several issues either corrected or ongoing. These issues are:

- The Franklinton Police Department standby position at the EOC, which moved to Bogalusa to allow them to continue operations, has been replaced.
- The Bogalusa Police Department standby position at the EOC, which moved to Bogalusa to allow them to continue operations, is in the process of being replaced.
- EOC position 1 is in the process of being replaced with a newer computer. This position is used by EOC personnel to answer questions from the public about shelters, sandbags, etc.
- A replacement telephone handset and TDD has been furnished to the Franklinton Police Department.

For the month of September we issued 28 new addresses they were:

Franklinton	10
Bogalusa	08
Mt. Hermon	02
Pine	03
Angie	02
Varnado	03
Total	28

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

Mrs. Moore continues to do the addressing and both Ms Moore and MS Jones continuing to work on map updates on a daily basis.

Special Projects

The project to align our three data bases (MSAG, Map and Snap Shot) starts Thursday with GeoComm.

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

Mr. Coleman called for any questions concerning the Director's Report. Hearing none, Mr. Coleman called for a motion to accept and approve the Director's report. Mr. Byrd made the motion to accept and approve the Director's Report as given. Mr. Fenner seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN’S REPORT

Public 911 Education

The site was visited by 193 new users with 255 page hits in September. Foreign users were from Germany, Canada, and China.

Special Projects

Weyerhaeuser has agreed to sell us the 4 +/- acres to the west of our present property for \$ 8,500 per acre. This is a \$ 1,000 per acre reduction from what we paid them for 5.88 acres in 2009.

This property would (1) Give us access to Hwy 10, (2) Provide additional approach clearance for helicopter access to the building, (3) Provide additional space for a mid parish POD, (4) Provide additional space for command vehicle parking, and (5) Prevent commercial development of the corner of Hwy 10/Dollar Road with resulting man made radio noise and static

Long Term Capital Plan

The 2017 capital plan is currently as follows:

Hook up of standby generator to main electrical system	34	Done
Install 1200 gal diesel fuel tank	35	Connected to Main Generator Connection to Small Generator to Begin Next.
Pave Roadway		Agreement Submitted to Parish
To Be Determined		\$ 6,000

Mr. Coleman called for any questions concerning the Chairman’s Report. Hearing none, Mr. Coleman called for a motion to accept and approve the Chairman’s report. Mr. Fenner made the motion to accept and approve the Chairman’s Report as given. Mr. Byrd seconded the motion. Motion passed by a unanimous vote.

TREASURER’S REPORT

Mr. Fenner reviewed the September 2017, financial statements, the income and budget statements, the check register, the cash receipts, the account reconciliation statement, the YTD spending compared to the 2017 budget, and the 911 funds statement with cash disbursements.

Mr. Coleman called for a motion to accept and approve the Treasurer’s report, the September, 2017, financial statements, income and budget statements, the check register, the cash receipts, the account reconciliation statement, the YTD spending compared to the 2017 budget, and the 911 funds statement with cash disbursements.

Mr. Fenner made the motion to accept and approve the Treasurer’s report, the September, 2017, financial statements, income and budget statements, the check register, the cash receipts, the

account reconciliation statement, the YTD spending compared to the 2017 budget, and the 911 funds statement with cash disbursements. Mr. Byrd seconded the motion. Motion passed by a unanimous vote.

OLD/NEW BUSINESS

Mr. Fenner made the motion to purchase approximately 4.87 acres of Weyerhaeuser land which fronts Dollar Road to the west of our current property for \$ 8,500 per acre. Ms. August seconded the motion. Motion passed by a unanimous vote.

COMMITTEE REPORTS

There were no committee reports.

PUBLIC PARTICIPATION

There was no participation by the public.

Mr. Fenner made the motion to adjourn. Mr. Byrd 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