

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of July 7, 2009

A properly advertised Washington Parish Communications District Board meeting was held on July 7, 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	
	Mr. Mike Miller	

Members absent were:	Mrs. Cynthia August	Secretary
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Others present were:	Mr. Dan Foil	Attorney
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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 June 2009, meeting. The minutes were mailed out to each member prior to this meeting. Mr. Stogner made the motion to dispense with the reading of the minutes. Mrs. Fenner seconded the motion. Motion passed by a unanimous vote.

Mr. Bridges made the motion to approve the minutes of June, 2009. Mr. Verret seconded the motion. Motion passed by a unanimous vote.

MANAGER'S REPORT

This office has been active during the month of June 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

We had a CML card failure during the month of May and received a bill last month for the work which has been paid.. I will be checking with Gage to determine if this work was actually covered by our maintenance contract and if it was, will ask for a credit.

We gave out a total of 51 new addresses in the Parish during June. The location of these new addresses was as follows:

Sun area	00
Franklinton	25
Mt. Hermon	08
Pine	05
Bogalusa	07
Varnado	00
<u>Angie</u>	<u>06</u>
Total	51

Mrs. Moore and Ms. Jones continue to do the addressing and all the map updates. They have also been working very hard on making sure GeoComm has correctly inputted the large number of changes which were completed last month which includes updates on ESN information.

They are on the road continuously, adding new roads, finding missing roads, correcting addresses previously issued incorrectly and as well calculating and issuing new address.

The accounting system is working well. Mr. Fenner and I continue to input the monthly financial data. The audit has now been completed with no findings.

We had to have radiator and air conditioning work done on one of the Jeeps and will be talking it to the body shop for rear damage repairs from an encounter with a tree.

It has been noticed that the white paint is peeling off of the Ford Crown Victoria and this car needs to be repainted to prevent rusting. Many years of life still remain on this vehicle since it has 52,000 miles.

Special Projects

Multiple meetings have been held with our architect to complete the contract for our new building.

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

Mr. Bridges made the motion to accept and approve the June, 2009, Manager's Report as given. Mr. Verret seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

Public 911 Education

Our 911 web site was visited by 157 new users during the month of June. There were 413 page hits during this time period. This is essentially a repeat of last month's activity level.

District Income Preservation Initiatives

The state wide bill, HB-782, supporting collection of pre-paid 9-1-1 fees was passed by both the House and Senate by the required 2/3 majority and was submitted to Governor Jindal for his signature.

If approved by the Governor, this is expected to generate \$40,000 in yearly revenue for the District beginning next year.

WPCD's Request For Louisiana National Guard Assistance

The Louisiana Army National Guard has approved our application for assistance to clear the property and remove stumps. Work is expected to begin in September.

Communications Center Louisiana Capital Appropriations

An approval of the Architectural and Engineering contract between Lambert and the Parish of Washington was agreed upon by Mr. Henry Fry of the Louisiana Facility Planning and Control office, on Thursday of last week, and will be presented to Richard N. Thomas for his approval and review later this week.

In addition, it should be noted that the 2009 Louisiana Capital Appropriations Bill contained an additional \$ 100,000. If approved by the Governor and the Bond Commission, it will increase the state funding from \$ 600,000 to \$ 700,000.

LRA Funding for Tower Related Costs

The final application to the U.S. Department of Housing and Urban Development for a communications tower and related expenses of \$ 779,000 has been approved.

An architectural and engineering contract is now in place with Lambert, and detailed design work has begun.

Homeland Security Funding

The Governor's Office of Homeland Security has purchased certain radio interoperability equipment which will be utilized in conjunction with the Communications Center tower previously mentioned.

This equipment has been installed within our current building but will be moved to our new building upon its completion.

Factory raining was accomplished on this equipment in June. Local training will occur later this month.

WPCD's Request For FEMA Hazard Mitigation Funding Request

Loren Dennis, Disaster Recovery Specialist, Mitigation Section has completed the revised application for hurricane proof metal window shields for approximately \$ 16,000 and this project will likely be approved.

District Legal Projects

Wayne Kuhn 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 June, 2009, Chairman's Report.

Hearing none, Chairman Coleman called for a motion to accept and approve the Chairman's Report. Mr. Verret made the motion to accept and approve the June, 2009, Chairman's Report as given. Mr. Miller 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 June YTD spending as compared to the 2009 budget and the suggested mid year 2009 budget revisions.

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

Mr. Bridges made the motion to accept and approve the Treasurer's report, the financial statements, the checklist, the June YTD spending as compared to the 2009 budget and the 2009 mid year budget revisions

Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

COMMITTEE REPORTS

There were no committee reports.

OLD AND NEW BUSINESS

There was no old or new business.

It was announced that the August meeting would be held on the second Tuesday of the month due to scheduling issues.

Mr. Miller made the motion to adjourn the Board meeting. Mr. Fenner 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