

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of October 6, 2009

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

Members present were:	Mr. James Coleman	Chairman
	Mr. Gary Fenner	Treasurer
	Mr. Mike Miller	
	Mr. Joshua Bridges	
Members absent were:	Mr. Mike Stogner	Vice-Chairman
	Mrs. Cynthia August	Secretary
	Mr. Jason Verret	
Others present were:	Mr. Dan Foil	Attorney
	Jason Taylor	Fire Chief, District 3

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 September 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. Mrs. Fenner seconded the motion. Motion passed by a unanimous vote.

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

MANAGER'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.

First, let me report on the daily operational issues.

Daily Operational Issues

We gave out a total of 32 new addresses in the Parish during September. Ms Moore and Ms Jones have also been working very hard on some mapping issues from GeoComm and making the proper changes as well as ESN issues. The location of these addresses was as follows:

Franklinton	21
Mt. Hermon	01
Pine	04
Bogalusa	02
Varnado	01
Angie	02
<u>Sun</u>	<u>01</u>
Total	32

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

Mrs. Moore and Ms. Jones continue to do the addressing and all the map updates. They have also been working very hard on some mapping issues from GeoComm and making the proper changes as well as ESN issues. They are on the road continuously without stopping, adding new roads, finding missing roads, correcting addresses previously issued incorrectly and as well calculating and issuing new address.

All thirteen accessible State Park roads now have names. Two of these names are up for name changes tonight due to duplication.

Road name changes to be reviewed tonight are as follows :

<u>Petition No.</u>	<u>Old Name</u>	<u>New Name</u>	<u>Reason for Change</u>
2009-1	Thomas Rd	Bogue Chitto Dr	Duplicate Name
2009-2	M. Thomas Ln	Maintenance Rd	Duplicate Name
2009-3	Shellee Ard Rd	Shelly Ard Rd	Used in Error
2009-4	Mary Topps Rd	E. Mary Topps Rd	Duplicate Name
2009-5	Mary Topps Rd	W. Mary Topps Rd	Duplicate Name
2009-6	Creel-Newman Rd	Newman-Creel Rd	Used in Error
2009-7	Layton Bluff Rd	Power Line Rd	Used in Error

In addition, upcoming address changes which may generate public comment are as follows :

<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

About a year ago Shannon went to issue a new address on Ward Line Rd in the process she realized that there were already three residences on their access road already which requires the road to be named. In the research of this road, Shannon and Cami discovered that this road had previously been named Lambert Rd . It is on the Parish inventory list and it is maintained by the Parish Government.

We notified Ms Emelda Hunt that the residents on this road would have to change their current address from Ward Line Rd to Lambert Rd. I spoke with Ms Hunt and she stated that a separate driveway to Ward Line Road would be installed. Based on this statement we put the address changes on hold in order to allow time for driveway construction.

A recent audit of this file showed that no driveway has been installed. The appropriate residents on Lambert road have been sent a letter informing them of their address change from Ward Line Rd to Lambert Road.

Ms. Hunt came into the office on Oct. 6, 2009, and stated that she is going to seek an attorney. We have already updated Dan Foil, our attorney, about the issue. He said the addresses have to be changed to insure public safety.

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 September, 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 September, 2009, Manager's Report as given. Mr. Bridges seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

Public 911 Education

Our 911 web site was visited by 140 new users during the month of September. There were 304 page hits during this time period. This is slightly less compared to last month's activity level.

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. The land boundaries were identified on August 13th. Work is scheduled to begin October 17th for two days. The September work schedule was rained out.

Communications Center Louisiana Capital Appropriations

Lambert continues to work on the building design. A review of the project cost estimate is also in progress. Meetings were held on September 9 and September 23 to review progress. The next meeting is scheduled for October 7. Geotechnical engineering studies will soon begin at the site at a cost to the District of approximately \$ 5,000.

In addition, it should be noted that the 2009 Louisiana Capital Appropriations Bill contained an additional \$ 100,000. This additional funding has been granted final approval by the Louisiana Bond Commission, This approval has increased the state funding from \$ 600,000 to \$ 700,000.

In order to provide additional War Room / Conference Room funding, the Washington Parish Office of Homeland Security has committed to furnish a 175 kw generator for the project.

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 meetings were held on September 9 and September 23 to review the detailed design work. Geotechnical engineering studies will soon begin at the site.

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 ordered and deliveries are nearly complete.

USDA Loan

Paperwork is being submitted within 15 days to support the application for an USDA backed loan.

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

The parish addressing ordinance 09-500 was passed at the September 14th council meeting and is attached to this report.

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 September, 2009, Chairman's Report.

Hearing none, Chairman Coleman called for a motion to accept and approve the Chairman's Report. Mrs. Miller made the motion to accept and approve the September, 2009, Chairman's Report as given. Mr. Fenner 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 September YTD spending as compared to the 2009 budget. Mr. Fenner then commented that we have a \$ 50,000 CD which matures in October and recommends that we let it roll over for another 6 months.

Chairman Coleman called for a motion to accept and approve the Treasurer's report, the financial statements, the checklist, the September YTD spending as compared to the 2009 budget and to let the \$50,000 CD that matures in October roll over for a six month period.

Mr. Miller made the motion to accept and approve the Treasurer's report, the financial statements, the checklist, the September YTD spending as compared to the 2009 budget and to let the \$50,000 CD that matures in October roll over for a six month period. Mr. Fenner seconded the motion. Motion passed by a unanimous vote

COMMITTEE REPORTS

There were no committee reports.

OLD AND NEW BUSINESS

The following public safety related road name changes were reviewed by the board.

<u>Petition No.</u>	<u>Old Name</u>	<u>New Name</u>	<u>Reason for Change</u>
2009-1	Thomas Rd	Bogue Chitto Dr	Duplicate Name
2009-2	M. Thomas Ln	Maintenance Rd	Duplicate Name
2009-3	Shellee Ard Rd	Shelly Ard Rd	Used in Error
2009-4	Marry Topps Rd	E. Mary Topps Rd	Duplicate Name
2009-5	Mary Topps Rd	W. Mary Topps Rd	Duplicate Name
2009-6	Creel-Newman Rd	Newman-Creel Rd	Used in Error
2009-7	Layton Bluff Rd	Power Line Rd	Used in Error

Mr. Miller made the motion to approve the road name changes for the reasons stated given that the requirements of Ordinance 09-500 have been met. Mr. Fenner seconded the motion. Motion passed by a unanimous vote

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