

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of June 5, 2012

A properly advertised Washington Parish Communications District Board meeting was held on June 5, 2012 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
	Mrs. Mary Ratcliff	
	Mr. Mike Miller	

Members absent were:	Mrs. Cynthia August	Secretary
	Mr. Jason Verret	

Others present were:	Dan Foil	Attonery
	Joanna Thomas	Manager

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 May 2012, meeting. The minutes were mailed out to each member prior to this meeting. Mr. Stogner made the motion to recommend to the board to dispense with the reading of the meeting minutes. Mr. Miller seconded the motion. Motion passed by a unanimous vote.

Mr. Coleman called for and questions or corrections to the May 2012 minutes, hearing none, Mr. Coleman called for a motion to accept the minutes for May 2012. Mr. Stogner made the motion to accept and minutes for May 2012 Mr. Miller seconded the motion and the motion passed by a unanimous vote.

Mr. Coleman called for a motion to approve and adopt all motions passed at the May, 2012, committee meeting. The minutes were mailed out to each member prior to this meeting. Mr. Stogner made the motion to approve and adopt all motions passed at the May, 2012, committee meeting . Mrs. Fenner seconded the motion. Motion passed by a unanimous vote.

MANAGER'S REPORT

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

We gave out a total of 32 new addresses in the Parish during August follows:

Franklinton	17
Mt. Hermon	06
Pine	03
Bogalusa	04
Varnado	01
Angie	01
Total	32

I continue to work with Ron Bloom our wireless consultant to improve our wireless system.

Carney's came out and put in a two ton air conditioning unit for our 9-1-1 equipment at the Sheriff's Office. The cost of the entire system came to \$ 4,750 and this is really going to save our equipment from overheating. Mr. Foil has secured an agreement from the incoming WPSO Chief Deputy, Mike Haley to pay for half of the cost.

The change to our 9-1-1 landline fees, approved by the board in April, is being implemented. Every landline telephone company that provides service in Washington Parish is being notified by letter.

Ms Moore and Ms Jones have also been working mapping issues from GeoComm.

Mrs. Moore continues to do the addressing and both Ms Moore and Ms Jones are working on all the map updates and the 3 and 4 digit addresses that are in the Parish that should be 5 digits.

The accounting system is working well. Mr. Fenner and I continue to input the monthly financial data. Mr. Fenner and I met with Mike from Minda B. Raybourn CPA on final issues related to our 2011 Financial Review. There will be no audit findings.

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 Manager's Report. Hearing none, Chairman Coleman called for a motion to accept and approve the Manager's report. Mr Fenner made the motion to accept and approve the Manager's Report as given. Ms Ratcliff seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

Public 911 Education

Our 911 web site was visited by 12 new users during the month of May with 232 page hits.

Communications Center

Work continues on the site. The sewer treatment system including two oxidation ponds has been installed. The main building, fire system building and fire tank concrete forms are in place. Building completion is scheduled for the middle of February, 2013.

Communications Tower

Work continues on the site. Antennas and cables have been installed. Fencing will be finished today. Electrical hook up and concrete sidewalk work will start this week. Substantial completion is expected by the middle of June.

Additional Topics

Agreements With Outside Agencies for Locating Dispatchers at New Building

Colorado CallComm, Inc. owns or leases radio towers in Louisiana including one located in Tangipahoa Parish; and will, provide the Washington Parish Communications District with space for up to two microwave antennas on its tower located in Tangipahoa Parish. In return, the Washington Parish Communications District will provide Colorado CallComm, Inc with space for up to two antennas on its tower in Sheridan. These microwave dishes are part of the GOHSEP funded system that will allow the District to connect to its 9-1-1 system at the WPSO main office in Franklinton.

It is requested that the board approve a Cooperative Endeavor Agreement with Colorado CallComm, Inc, given legal approval by Dan Foil.

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.

COOPERATIVE ENDEAVOR AGREEMENT BETWEEN THE WASHINGTON PARISH COMMUNICATIONS DISTRICT AND COLORADO CALLCOMM, INC.

WHEREAS, the Washington Parish Communications District, Parish of Washington, State of Louisiana, is a political subdivision of the State of Louisiana validly organized and created in accordance with Chapter 31 of Title 33 of the Louisiana Revised Statutes of 1950, as amended, (La. R.S. 33:9101 *et seq.*); and

WHEREAS, Colorado CallComm, Inc. owns or leases radio towers in Louisiana including one located in Tangipahoa Parish; and

WHEREAS, Article 7 Section 14(C) of the Constitution of the State of Louisiana, permits the entering into an Cooperative Endeavor Agreement between the Washington Parish Communications District and Colorado CallComm, Inc. for a public purpose; and

WHEREAS, the Washington Parish Communications District is committed to providing the citizens of their Parish with the most technologically advanced features for their 9-1-1 System that can increase effectiveness and decrease response times, and thereby save lives and property; and

BE IT RESOLVED that the Washington Parish Communications District will provide Colorado CallComm, Inc., 5721 Logan St. Denver, CO 80216, with space for up to two antennas on its tower FCC Reg No. 1270572, 30°52'04.6" N, 089°59'33.9" W; and

BE IT RESOLVED that the Washington Parish Communications District will provide Colorado CallComm, Inc., 5721 Logan St. Denver, CO 80216, with shelter space for one 72 inch high, 19 inch panel width equipment rack at its tower equipment shelter, FCC Reg No. 1270572, 30°52'04.6" N, 089°59'33.9" W; and

BE IT RESOLVED that the Washington Parish Communications District will provide Colorado CallComm, Inc., 5721 Logan St. Denver, CO 80216, with electrical power, both primary and standby, at its tower equipment shelter FCC Reg No. 1270572, 30°52'04.6" N, 089°59'33.9" W; and

BE IT RESOLVED that the Washington Parish Communications District will provide Colorado CallComm, Inc., 5721 Logan St. Denver, CO 80216, with a temperature controlled atmosphere, both primary and standby, at its tower equipment shelter FCC Reg No. 1270572, 30°52'04.6" N, 089°59'33.9" W; and

BE IT FURTHER RESOLVED that in consideration of the terms contained herein that Colorado CallComm, Inc., 5721 Logan St. Denver, CO 80216, will provide the Washington Parish Communications District with space for up to two microwave antennas on its tower located at 30°50'42.5"N, 90°24'51.5"W; and

BE IT FURTHER RESOLVED that in consideration of the terms contained herein that Colorado CallComm, Inc., 5721 Logan St. Denver, CO 80216, will provide the Washington Parish Communications District with shelter space for one 72 inch high, 19 inch panel width equipment rack at its tower equipment shelter on its tower located at 30°50'42.5"N, 90°24'51.5"W; and

BE IT FURTHER RESOLVED that in consideration of the terms contained herein that Colorado CallComm, Inc., 5721 Logan St. Denver, CO 80216, will provide the Washington Parish Communications District with primary electrical power at its tower equipment shelter on its tower located at 30°50'42.5"N, 90°24'51.5"W; and

BE IT FURTHER RESOLVED that in consideration of the terms contained herein that Colorado CallComm, Inc., 5721 Logan St. Denver, CO 80216, will provide the Washington Parish Communications District with a temperature controlled atmosphere, at its tower equipment shelter on its tower located at 30°50'42.5"N, 90°24'51.5"W; and

WHEREUPON, the above and foregoing having been submitted to a vote, on this, the (insert date)th day of (insert month), 2012, the vote thereupon resulted as follows:

YEAS:

NAYS:

ABSTAINED:

ABSENT:

WASHINGTON PARISH COMMUNICATIONS DISTRICT

By: SIGNATURE
Chairman, Washington Parish Communications District

By: SIGNATURE
Secretary, Washington Parish Communications District

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

TREASURER'S REPORT

Mr. Fenner reviewed the May 2012, 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 then reviewed all the financial statements, the checklist, and the YTD spending as compared to the 2012 budget for May.

Chairman Coleman called for a motion to accept and approve the Treasurer's report, the financial statements, checklist, and YTD spending as compared to the 2012 budget for May.

Mr. Fenner made the motion to accept and approve the Treasurer's report, the financial statements, checklist, and YTD spending as compared to the 2012 budget for May. Ms. Ratcliff seconded the motion. Motion passed by a unanimous vote.

COMMITTEE REPORTS

There were no committee reports.

OLD/NEW BUSINESS

Mr. Miller made the motion to enter into a co-operative endeavor with Colorado CallComm, Inc., 5721 Logan St. Denver, CO 80216, as presented in the Chairman's Report. Mr. Fenner seconded the motion. Motion passed by a unanimous vote.

Mr. Miller made the motion to put an insurance binder on the new emergency communications tower and associated equipment for 30 days with our current insurance underwriter, VFIS, and to review any other options at the next meeting. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

PUBLIC PARTICIPATION

There was no participation by the public.

Mr. Miller made the motion to adjourn. Ms. Ratcliff 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