

PUBLIC NOTICE

Jackson Parish Communication District E-911

Minutes: May 26, 2021

Board Members Roll Call: Present:

Jeff Carpenter, Chief Brandon Brown, Sheriff Andy Brown,
Sharon Satcher, Chief James Harris, Fred Tolar, David Brown

Director present: Glen McBride

Administrative assistant present: Billy Moore

No visitors.

1. CALL TO ORDER.

Chairman Sheriff Brown called meeting to order at 12:05 p.m. Roll call of Board members by Chairman. Invocation given by Sheriff Brown. Pledge led by Chief Brown.

2. READING AND APPROVAL OF PRIOR MEETING MINUTES.

Motion by Chief Harris, seconded by Chief Brown, and carried 7-0 to approve the minutes for the March 24 meeting, April 7th special call meeting, and the April 30th special call meeting.

3. TREASURER'S REPORT AND APPROVAL OF BILLS.

Glen McBride, 911 Director, gave the financial reports for April 30, 2021.

Motion by Jeff Carpenter, seconded by David Brown, and carried 7-0 to approve the Treasurer's report for April 30, 2021, and to approve the March and April 2021 payments. The cash balance of the District on April 30, 2021 is \$341,113.57 at Sabine State Bank, and the Certificate of Deposits were \$448,078.58 at Peoples Bank of Chatham.

4. REPORT OF COMMITTEES.

No reports.

5. COMMENTS –PRESENTATIONS BY OTHER AGENCIES OR PUBLIC BODIES.

No reports.

6. UNFINISHED BUSINESS

- A. Discuss generator maintenance and replacement. Director discussed that new generator was in place at Fairground Hill. The cost of the 10kw generator was \$3,954.80 including installation. Board discussed preventive maintenance in future. Director thanked Jeff Carpenter and Chief Brown for their assistance in getting generator and installation of it. Director discussed that request for bids for old generator will be published in local journal starting May 27, 2021. The old generator was declared surplus in special call board meeting on April 30, 2021. No action by Board.
- B. Discuss install of new 911 equipment. Director discussed that initial payment had been made on equipment and that project was moving ahead. No action by Board.
- C. Discuss purchase of radio tower. Director discussed new radio tower for new Sheriff Department building and that payment had been made for tower. Director discussed that weather has been a problem as vendor needs some dry days to work project. No action by Board.

7. NEW BUSINESS

- A. Discuss 911 vehicle. Director discussed that 911 truck is almost 10 years old and Board should consider replacing it. Director discussed he had discussed new vehicles with local dealer and lead time to receive new truck would be several months. Dealer gave Director estimate cost of new truck under state contract and of trade-in value of current truck. Discussion among Board members about purchase of new vehicle and what to do with current vehicle. Sheriff Brown stated that old vehicle should be kept as back-up vehicle for district. Motion by Chief Brown, second by Chief Harris, and carried 7-0 authorizing Director to order new truck for the district. The current vehicle will be retained by District.
- B. Discuss payment of E-dispatch and Zuerker (Central State) invoices. Director discussed E-dispatch and Zuerker dispatch invoices coming due. Board members discussed who used the two dispatch notification systems. Motion by Jeff Carpenter, second by Chief Brown, and carried 7-0 to pay both invoices when they become due.
- C. Discuss Subdivision numbering issue. Director discussed what he sees as a problem that Police Jury requiring sub-division lots being pre-numbered with 911 address prior to being sold and final plat being accepted by Police Jury. Director explained that is causing problem for 911 office as the district does the GPS reading on driveways, and the driveway location is not available until buyer of lot determines where it will be. The district also does not know who is buying lot for District records, and the Director foresees problem when lat and long gps readings do not tie to driveway. Director stated he had discussed issue with Police Jury Secretary-Treasurer who said it would be looked into. Director passed out page from Police Jury ordinance that said lot had to be numbered on plat submitted but it did not specify that 911 number be attached to plat. No action by Board.
- D. Discuss CD renewal. Director discussed that a District CD would need renewing by July 1 and that that Board would not have regular meeting until July 28, 2021. Motion by Jeff Carpenter, second by Chief Harris, and carried 7-0 authorizing District director to renew CD at highest one year CD rate available at that time.
- E. Discuss moving 911 director office and computer. Director discussed he had asked Police Jury Secretary-Treasurer if the 911 office could move to a larger space in building the office is currently housed in. He had not heard back if that was acceptable. Director stated he had signed lease on current office thru April, 2022. Sheriff Brown discussed space opening up in Court House when Sheriff Department moves out, and there may be space for 911 office in Court House. No decision made on moving 911 office. Director stated that an additional desk top computer would be needed for use by Admin assistant if office is moved. No decision made on obtaining new desktop.
- F. Discuss status of 2020 audit. Director stated that 2020 audit support had been provided to outside auditor.
- G.

8. OTHER BUSINESS.

- A. Board member comments. There were no comments.

9. NEXT MEETING: Noon Wednesday July 28, 2021

Future meeting Dates:

September 22, 2021

November 17, 2021

10. ADJOURN.

Motion by Chief Brown, second by Chief Harris, and carried 7-0 to adjourn.

Sheriff Andy Brown
Chairman

Sharon Satcher
Secretary

Copies to:

President, Jackson Parish Police Jury
Jackson Parish Times
Board Members