

**MINUTES OF THE REGULAR MEETING OF THE
NATCHITOCHE PARISH COMMUNICATIONS DISTRICT
TUESDAY, JANUARY 22, 2013
2:00 P.M.**

Chairman Larry Atteridge called the regular (rescheduled) meeting of the Natchitoches Parish Communications District to order on Tuesday, January 22, 2013 at 2:00 p.m. in the Parish Government meeting room of the Natchitoches Parish Courthouse.

Commissioner Mickey Dove offered the Prayer, followed by the Pledge of Allegiance led by Commissioner Dennie Boyt.

Roll call was conducted by 9-1-1 Address Coordinator Bernice Wallace. Present were- Commissioner Jennifer Perkins, Commissioner Doug Birdwell, Commissioner Mickey Dove, Commissioner Larry Atteridge, Commissioner Jack McCain, Commissioner Victor Jones, Commissioner Dennie Boyt, 9-1-1 Director Willis Carter, and Ms. Suzanne Bolton (on behalf of legal). Absent were Commissioner Chris Paige and Commissioner John Salter.

Chairman Larry Atteridge welcomed guests Carolyn Roy from Natchitoches Times , Rebecca Jones from Thomas Johnson & Cunningham and asked if there were any comments from the audience. 9-1-1 Director Willis Carter asked that the record show that Suzanne Bolton was there on behalf of attorney Mark Begnaud. Chairman Atteridge than asked if there were any modifications to the agenda, and after hearing none asked for a motion to accept the agenda as printed. Motion by Commissioner Birdwell, seconded by Commissioner Mickey Dove..... **MOTION CARRIED by UNANIMOUS VOTE**

Chairman Atteridge asked for a motion to approve the minutes of the December 11, 2012 Board meeting....Motion by Commissioner Perkins to accept the minutes as written. The motion was seconded by Commissioner Dove..... **MOTION CARRIED by UNANIMOUS VOTE**

Chairman Larry Atteridge then recognized Mrs. Rebecca Jones of Johnson Thomas & Cunningham for presentation of the Financial Report for period ending December 31, 2012. Upon Conclusion of her report Mrs. Jones asked if there were any questions. After hearing none, Chairman Atteridge asked for a motion to accept the Financial Report as presented. Motion by Commissioner Jones, seconded by Commissioner Perkins....**MOTION CARRIED by UNANIMOUS VOTE**

Chairman Atteridge asked for Committee Reports. 9-1-1 Director Carter stated that there were no Committee Reports to be presented at this time. Commissioner Jones made a motion to note that there were no committee reports. The motion was seconded by Commissioner Perkins.....**MOTION CARRIED by UNANIMOUS VOTE**

Chairman Atteridge asked for the 9-1-1 Director's Report.

- Carter reported that the District had received approval of the Louisiana State Attorney Generals Office to secure the service of Hines, Sheffield & Squyres, LLC. to perform the 2012 audit.
- The District received (draft) Cooperative Endeavor Agreement dated December 18, 2012, and has forwarded it to legal and CPA firm for review. On January 10th, Mr. John Richard, Capital Outlay, Facilities and Planning Department Project Manager for the Natchitoches Parish Communications Center Project visited District Offices and met with Chairman Atteridge and Budget/Finance Committee Chair Jack McCain, and Carter. Richard confirmed that the District was on track with the processes and no problems were expected.
- Carter reported that he has been in contact with Mr. Max LeComte on 12/26/12 advising him that the District is ready to finalize the processing of the deed transfer on the property earmarked as

the site for the Emergency Communications Center. Staff received a call from Mr. LaComte on January 9th at which time LaComte confirmed that the deed transfer could be completed in 30-days. With regard to the pending fuel supply modifications on the emergency power generators,

- Carter reported that he had received a quote of \$2,957.00 on January 11th from Rutledge plumbing and that he had notified Zack Ward Electrical to order the regulators and other parts necessary for the job. ATMOS performed a site visit and determined there would be no charge for the change out of meters at the courthouse. Total cost of the conversion is estimated to be \$4,957.00.
- At the direction of Chairman Atteridge, staff is attempting to secure a meeting with Mr. Nowlin for the purpose of briefing the new Parish President on Communications District projects.
- Carter reported that he had attended the Association of Public Safety Communications Officials in Covington, La. on January 17th.
- He announced that the Districts offices were closed on January 21 in observance of MLK day, and that the offices would also be closed on February 18th in observance of Presidents Day. Carter completed his report by providing statistics relative to performance and production of the Districts operations.

Chairman Atteridge asked for a motion to accept the Director's Report as presented.....Motion by Commissioner Jack McCain, seconded by Commissioner Dennie Boyt.....**MOTION CARRIED by UNANIMOUS VOTE**

Under New Business, Chairman Atteridge opened nominations for election of Officers for the 2013 year beginning with Chairman. Commissioner Jones, nominated Commissioner Atteridge to serve a second term, with the motion seconded by Commissioner Jack McCain. With there being no other nominations, Commissioner Jack McCain moved that the nominations for Chairman be closed, the motion was seconded by Commissioner Jones. Commissioner Atteridge was re-elected as Chairman for a second term by acclamation.

Chairman Atteridge then opened nominations for Vice-Chairman. Commissioner Jones, nominated Commissioner Birdwell to serve a second term, with a second on the motion by Commissioner Jack McCain. Hearing no other nominations, Commissioner Doug Birdwell was re-elected to a second term as Vice Chair by acclamation.

Chairman Atteridge then opened up nominations for Secretary of the 911 Board. Commissioner Jones, nominated Commissioner Perkins with a second by Commissioner Boyt. With there being no other nominations, Commissioner Perkins was re-elected to another term as Secretary for the Board.

Chairman Atteridge asked if everyone had reviewed the Board By-Law document and if anyone had any suggestions for modifications. Motion by Commissioner Boyt, seconded by Commissioner Dove to accept the Board By-Laws as written...**MOTION CARRIED by UNANIMOUS VOTE**

Chairman Atteridge asked for a motion to approve the statement of charge on the District VISA account in the amount of \$140.12 for the month ending December 31, 2012. Motion by Commissioner Boyt, seconded by Commissioner McCain. **MOTION CARRIED by UNANIMOUS VOTE**

Chairman Atteridge asked for a motion to accept Resolution Number 1 of 2013, (short title) A RESOLUTION ESTABLISHING THE ANNUAL MEETING SCHEDULE FOR THE NATCHITOCHE PARISH COMMUNICATIONS DISTRICT AND OTHERWISE PROVIDING WITH RESPECT THERETO:...Motion by Commissioner Boyt, seconded by Commissioner Jennifer Perkins...**MOTION CARRIED by UNANIMOUS VOTE**

Chairman Atteridge then asked for a motion to accept Resolution Number 2 of 2013. (short title) A RESOLUTION AUTHORIZING THE CHAIRMAN TO EXECUTE A CONTRACT WITH GEOGRAPHIC TECHNOLOGIES GROUP, INC. FOR PHASE II FIELD VERIFICATION OF THE NATCHITOCHE PARISH ADDRESSES; AND OTHERWISE WITH RESPECT THERETO: Motion

by Commissioner Jones, seconded by Commissioner Dennie Boyt...**MOTION CARRIED by UNANIMOUS VOTE**

Chairman Atteridge asked for a motion to accept the Vehicle Acquisition information that the Board received from the 9-1-1 Director.....Motion by Commissioner Dove, seconded by Commissioner Jones....**MOTION CARRIED by UNANIMOUS VOTE**

Insomuch as there was no update to agenda item 16, a motion not to go into Executive Session was made by Commissioner Jones, seconded by Commissioner Birdwell. **MOTION CARRIED by UNANIMOUS VOTE**

Having no other business to come before the Commission, Chairman Atteridge asked for a motion to adjourn until it's next regular board meeting. Motion by Commissioner Perkins, seconded by Commissioner Dove. **MOTION CARRIED by UNANIMOUS VOTE.**

Meeting Adjourned 3:40 p. m.

Jennifer Perkins, Board Secretary

Date Approved