

PUBLIC NOTICE

Jackson Parish Communication District E-911

Minutes: September 25, 2019 meeting.

Board Members Roll Call: Present:

Jeff Carpenter, Fred Tolar, David Brown , Chief Brandon Brown , Sharon Satcher

Absent: Sheriff Andy Brown, Chief James Harris

Director present: Glen McBride

Contractor present: Billy Moore

Visitors: Paul Trosclair, Wesley Horton

1. CALL TO ORDER.

Chairman Sheriff Andy Brown was absent. Treasurer Fred Tolar chaired the meeting. Chairman Tolar called meeting to order at 12:15. Roll call of Board members by Chairman. Board members Sheriff Andy Brown and Chief James Harris were absent. All other Board members present. Chairman stated a Board quorum was present. Invocation by David Brown and pledge led by Chief Brandon Brown. No public comment.

2. READING AND APPROVAL OF PRIOR MEETING MINUTES.

A. Motion by Chief Brandon Brown, seconded by Jeff Carpenter and carried 5-0 to approve the minutes for the July 24, 2019 board meeting. No public comment.

3. TREASURER'S REPORT AND APPROVAL OF BILLS.

Glen McBride, 911 Director, gave the financial reports for August 31, 2019. Motion by Sharon Satcher, seconded by David Brown, and carried 5-0 to approve the Treasurer's report for August 31, 2019, and to approve the July and August payments. Cash balance of the District on August 31, 2019 is \$344,225.08 at Sabine State Bank, and the Certificate of Deposit is \$286,691.83 in Peoples Bank of Chatham. No public comment.

4. REPORT OF COMMITTEES.

No reports.

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

No reports.

6. UNFINISHED BUSINESS

A. Discuss East Hodge sign request. Director stated that sign replacement project is underway and most street signs had been replaced. Director noted that project cost so far was \$2, 226.67. No action by Board. No public comment.

B. Discuss surplus radio console. Director discussed that he was told two parishes had similar radios to the surplus console and that James Coe would check with them to see if they could use it. There was discussion that the console might be able to be used by a local public service entity. No action by Board. No public comment.

7. NEW BUSINESS

- A. Discuss auditor engagement agreement. Director discussed the engagement agreement from Kenneth Folden & Company, CPA for preparation of the 2019 review report. Motion by Chief Brandon Brown, seconded by Jeff Carpenter and carried 5-0 to accept the engagement agreement. Director Glen McBride will sign the agreement. No public comment.
- B. Discuss director office items. Director requested that Board approve the purchase of a new phone and a paper shredder for the Director office. The Director discussed the approximate cost of the two items. Motion by Chief Brandon Brown, seconded by David Brown, and carried 5-0 authorizing director to purchase phone in the \$100-250 price range. Motion by Chief Brandon Brown, seconded by David Brown and carried 5-0 authorizing director to purchase paper shredder in the \$450-500 price range. No public comment.
- C. Discuss 911 recorder. Director discussed that he had been told the 911 voice recorder in the Sheriff's office may need replacing. The director discussed a quote he had requested from EBS, the company that provides Higher Ground recorders. Prior to the 911 board meeting the director had discussed with the lead dispatcher if the recorder was recording correctly and was told the recorder was working correctly. Motion by Chief Brandon Brown, seconded by Jeff Carpenter, and carried 5-0 authorizing director to purchase 911 recorders if new one is needed. No public comment.
- D. Discuss amending 911 budget. Director discussed that the 2019 budget. The estimated expense for the year is exceeding the budgeted expense for the year by more than 5 percent. The state budget law requires the budget to be amended if that exists. The director discussed the proposed amended budget. Motion by Jeff Carpenter, seconded by Chief Brandon Brown, and carried 5-0 to amend 2019 budget as required. No public comment.
- E. Discuss 5 year forecast. Director discussed 5 year forecast that was prepared for the Board's information. No action taken by Board. No public comment.
- F. Discuss adding new certificate of deposit. The director discussed the cash balance in the Sabine Bank checking account and the interest rate on the checking account. The director recommended moving \$100,000-150,000 from Sabine Bank to a new CD at Peoples Bank of Chatham to receive a higher interest rate on 911 district funds. Motion by Chief Brandon Brown, seconded by Sharon Satcher, and carried 5-0 authorizing that \$150,000 be put in new CD at Peoples Bank. Treasurer Fred Tolar and Director Glen McBride will sign any documents to open CD. No public comment.

7. OTHER BUSINESS.

Director discussed that the November 20, 2019 meeting will have several agenda Items.

8. NEXT MEETING: Noon Wednesday November 20, 2019.

Future meeting Dates:

January 20, 2020

March 25, 2020

May 27, 2020

July 22, 2020

September 23, 2020

November 18, 2020

9. ADJOURN.

Motion by David Brown, seconded Chief Brandon Brown, and carried 5-0 to adjourn.

Fred Tolar
Treasurer

Sharon Satcher
Secretary

Copies to:

President, Jackson Parish Police Jury
Jackson Independent
Board Members