

March 3, 2023 Minutes Webster Parish Communications District

The Board of Commissioners of the Webster Parish Communications District met in regular session on Thursday, March 3, 2023 at 6:00 PM at the office of Webster Parish Communications District at 410 Main Street, Minden, Louisiana, 71055.

MEMBERS PRESENT: Brian Williams, Hank Haynes, Grady Smith, Ursula Hullaby, Laura Perryman, Drew White

MEMBERS ABSENT: Ray Brown

The meeting was called to order at 6:02 PM by Chairman Brian Williams.

The invocation was given by B. Williams.

Guests: Angie Chapman-Executive Director 911, Cohen Stockman-Supervisor 911, Blake Taylor-Pafford EMS

Call for new items to be added to the agenda: none

Public Comments on Agenda-None

Director Chapman reported on the progress of the Capital Outlay projects to include outstanding project items and completed items.

Director Chapman reported on the progress of updating the account signature authority at B-1 Bank and encouraged those members who had not submitted the required information to do so at their earliest convenience.

Director Chapman reported that all parish fire departments have submitted the 2023 dispatch service fee payments and that she is still awaiting information to complete the intergovernmental agreement for signatures.

Director Chapman reminded the board of the annual training requirements for Sexual Harassment, Ethics and Cybersecurity and encouraged those who had not submitted proof of completion to do so as soon as possible.

On a motion made by H. Haynes, seconded by G. Smith, the following resolution was unanimously approved: Resolved, ratify the email poll from 1/31/2023 to add Drew White to the board to replace Billy Dorsey. D. White abstained from this vote.

On a motion made by G. Smith, seconded by H. Haynes, the following resolution was unanimously approved: Resolved, appoint D. White as treasurer for the 2023 year. D. White abstained from the vote.

On a motion made by H. Haynes, seconded by U. Hullaby, the following resolution was unanimously approved: Resolved, add CR Claus LLC to the list of approved vendors for 2023.

On a motion made by L. Perryman, seconded by H. Haynes, the following resolution was unanimously approved: Resolved, approve the invoices and financial statements as presented: January and February 2023 Financial Statements to include Budget vs Actual report, January and February 2023 Income/Expense reports, Account Balance reports, January 1 – February 28, 2023 check register.

On a motion made by D. White, seconded by G. Smith, the following resolution was unanimously approved: Resolved, transfer \$271,000.00 from the general fund to the money market account at B-1 Bank.

On a motion made by H. Haynes, seconded by L. Perryman, the following resolution was unanimously approved: Resolved, approve audit engagement for the financial audit and statewide AUP's for year ending 12/31/2023 for Wade and Perry.

A general discussion was held regarding the attorney general's published opinion regarding the dispatch service fee.

On a motion made by D. White, seconded by G. Smith, the following resolution was unanimously approved: Resolved:

Resolution NO 001-2023: A resolution declaring certain Webster Parish Communications District property as surplus and fixing the terms of the sale.

Whereas, Communications district items have been taken out of primary service, placed in a reserve status and declaring it surplus: Be it resolved that: WPCD23-00001: Lot of items including 9 CPU's (various brands without hard drives), 13 monitors (various sizes/brands) 6 keyboards (various brands/models) assorted cables, connections, sound arbitration modules and related components from old call handling solution are declared surplus. The minimum sale price for the lot will be \$25.00. The above mentioned Webster Parish Communications District property has been declared no longer needed for public purpose and has been authorized to be sold via Govdeals.com in a public sale. The highest bidder will be responsible for picking up said property at the Webster Parish Courthouse 911 Addressing and Administration office at 410 Main Street, Minden LA 71055. The aforesaid resolution having been submitted to a vote; the vote thereon was as follows: YEAS 6, NAYS 0, ABSENT 1, ABSTAIN 0. Whereupon the resolution was declared and adopted on the 3<sup>rd</sup> day of March 2023.

On a motion made by G. Smith, seconded by D. White, the following resolution was unanimously approved: Resolved, approve the quote from Harrington's Communications for cable and antenna replacement for north and middle towers up to \$15,000.00

Director Chapman and Supervisor Stockman gave the Communications report.

Meetings for 2023: May 4, 2023, July 6, 2023, September 7, 2023, October 5, 2023, November 2, 2023

There being no further business, on a motion made by G. Smith, seconded by H. Haynes to adjourn, the meeting adjourned at approximately 6:45 PM.