

Robertson County Emergency Communications District

E-911 Board Meeting – Minutes

September 17, 2013

2013-09-01 Call to Order

Chairman, Kathy Spears called the regular scheduled meeting to order at 9:02 a.m. at the Communications Center on Pinnacle Dr.

Roll Call

Board Members Present: R.L. Douglas, Russell Gupton, Bill Holt, Nancy Johnson, Gwen Martin, Kathy Spears, David Thompson.

Board Members Absent: Bruce Dean, (excused), Ron Gallagher

Others Present: Elvis Wilson, Jason Pentecost, Michael Van Dyke, Pat Brady, Atty. Clyde Richert, Cathy Lowe.

2013-09-02 Minutes

The minutes for August 20, 2013 are being reviewed at this time by the board members. Cathy Lowe to make a correction to original copy of minutes before signed. Motion was made by Nancy Johnson to accept the minutes with corrections for August 20, 2013. Motion was seconded by Russell Gupton.

Roll Call Vote: (7) Yes (2) Absent (1) Excused

2013-09-03 Financial Statement

The Financial Statement for August 31, 2013 being reviewed by the 911 board members at this time. Cathy Lowe explained to the board that Jody Stewart, Finance Director stated we would amend the line items around October, this would give us some more definite numbers to work with from month to month. Russell Gupton made the suggestion to check with SFD and see if they could make the yearly inspection to the sprinkler system at the ECC. Jason Pentecost/Cathy Lowe will check into this for Russell. Motion was made by Russell Gupton to accept the August 31, 2013 financial statement as reviewed. Motion was seconded by Bill Holt.

Roll Call Vote: (7) Yes (2) Absent (1) Excused

2013-09-04 Other Reports

1. **Homeland Security** – R.L. Douglas stated that the funding from Homeland Security was dwindling rapidly.
2. **At&t Report for July 2013** – Decrease amount of (-162.82)
3. **User Group** – Bill Holt had nothing to report at this time, user group did not meet this month.
4. **Director, Jason Pentecost** – had several topics to update the board on.
 - a. **Sewer Gas Issue** – Jason received (2) quotes.
Need A Plummer, LLC –fixed 9/9/13 in the amount of \$235.00.
 - b. **A.C. Drain in PSAP Room** – Robinette, Danny Highsmith will be fixing the problem.
 - c. **Comcast** – Survey done, saying around \$30,000.00 (still working to get lower)
Jason has placed several calls, waiting to hear.
 - d. **Phone Lines** – Tomorrow there will be a conference call w.TCS & Greer Communications at 10:30 a.m., (they will be using the existing T1 line, should be no cost).

- e. **Janitorial Bid** – Jason presented the bid prices we received for janitorial services.
 1. “Give Us This Day” – (Deedra Mitchell) - \$470.00 per month
 2. Robin Dyer Cleaning – (Robin Dyer) - \$550.00 a month (cleaned past 3 years)
 3. “The Clean Team” - Phillip M. Farmer - \$2,045.00 a month
(any special cleaning an additional \$150.00 per occasion)

Board members discussed all bids taken. Jason stated that “Give Us This Day” had looked over the facility and asked if cleaning could be done after hours. Robin Dyer has cleaned the facility for the past (3) years. The Clean Team was \$2,045.00 a month. Board members discussed keeping Robin Dyer since she was familiar with the facility and all were pleased with her service. Motion was made by Gwen Martin to keep Robin Dyer Cleaning for another (3) years at \$550.00 a month. Motion was seconded by Nancy Johnson.

Roll Call Vote: (7) Yes (2) Absent (1) Excused

- f. **Lawn Care Bid - Stewart’s Lawn Care** at \$95.00 per mowing (landscaping per year \$350.00). This was the only bid turned back in. Since there was only (1) bid the board decided to re-bid in March of 2014 (spring). David Thompson made the motion to re-bid in the spring around March 2014, to give more an opportunity to bid. Motion was seconded by Nancy Johnson.

Roll Call Vote: (7) Yes (2) Absent (1) Excused

MTAS & CTAS – Clyde Richert – reported that he had sent an e-mail to Rex and Terry trying to get a meeting scheduled within the next few weeks. The 911 Board decided on the Date: 9-24-13 at 10:00 a.m. at the ECC. Clyde would send MTAS & CTAS an email to get confirmation on the time and date. Clyde would send the response from MTAS & CTAS to the 911 Board and the User Group so they could attend if possible. All Board members agreed on this.

2013-09-05 Old Business

Cathy Lowe – mentioned to the board that she was fixing to purchase the GPS device and that the pricing had went up considerably. Cathy presented (2) Quotes from GeoJobe

1. Quote: 4613 @10,520.25 w/software included in price
2. Quote: 4614 @ 9,380.25 w/software included

The board suggested going with the best on the market at this time. Motion had already been made to purchase the GPS device in previous minutes. Board all agreed to purchase the \$10,520.25 GPS Unit.

Board member asked if Comcast would be put underground. Bill Holt asked of \$30,000.00 is as low as Comcast figure will be. Suggestion was made if other businesses would like to tap onto our line we could possibly get a discount applied to the RCEC District.

2013-09-06 New Business
N/A

Next Meeting Date: Moved to October 22, 2013, Wednesday at 9:00 a.m. (same place)

2013-09-06 Adjournment

Motion to adjourn by Nancy Johnson. Motion seconded by R.L. Douglas

Secretary, Gwen Martin

Chairman, Kathy Spears

, Cathy Lowe, 911/Coordinator