State of Tennessee County of Robertson

  **Robertson Co. Emergency Communications District (E-911)**

 **Minutes – April 15, 2025**

**2025-04-01 Call to Order**

The Chairman, Bruce Dean, called the meeting to order at 9:00 a.m., at Springfield City Hall.

**Roll Call -** B. Dean - Present J. Head – Present

 C. Holmes – Present N. Johnson – Absent, Excused

 C. Gregory – Present J. Ring – Present

 F. Stubblefield – Present M. Van Dyke – Present

 M. Wilhoit – Present

 **Board Members Present** (8) Board Members Absent (1) Excused (1)

**Others Present:** Dee Dee Perry, Skylar Tackett, Rachael Payne, Jason Pentecost, Gena Hannah, Jeff Glodoski, Madison Burnett, Charlie Clark, Blake Pierce, Mayor Billy Vogle, Joyce Heatherly, Bill Diehm, Sam Lamberth

**2025-04-02 Review Meeting Agenda**

**2025-04-03 Recognize Visitors**

**2025-04-04 Final Approval Discussion for Indian Hills Subdivision (S. Pawnee Dr., N. Pawnee Dr., S. Sequoia Dr, and N. Sequoia Dr.) and Bellar Ext.**

Dee Dee presented Indian Hills Subdivision for Final Discussion. The issues here came about due to a new address requested between 527 and 529 S. Pawnee Dr. There is no address available between the two properties. Upon review of the roads, there were other issues discovered. **S Pawnee Issues**: 303 S. Pawnee comes before 305. 311 S. Pawnee is next door to 401. 501, 503, 507, 509, and 511 come before 500 S. Pawnee. 502 and 504 are across from 515 and after 503, 507, 509, 511, and 515. 506 is across from 517 and after 507, 509, 511, and 515. 508 is across from 519 and comes after odd numbers 509-519. 510 is a cross from 521 and comes after 511-521. 512 is across from 523 and after 515-521. 516 is across from 527 and after 517-523. 518 is across from 529 and comes after 519-529. 521 is across from 529 and 535 and comes after 521-529. 534 is next door to 520. **N. Sequoia issues:** 100 N Sequoia and 401 N Pawnee are across from one another. 104 and 108 share a drive and 108 comes before 105. 112, 114, 116, and 118 come before 111. 116 comes before 111 and 115. 118 comes before 111, 115, and 117. 122 and 126 come before 115, 117, and 119. 130 is across from 117 and comes before 119. 406 N. Pawnee is on N. Sequoia Dr. 200 S. Sequoia is on N. Pawnee. 411 N Pawnee is on N Sequoia. **S. Sequoia issues:** 204 comes before 203. 206 comes before 203 and 205. 210 is across form 205 and before 207 and 209. 212 is before 207 and 209. There appears to be a detached garage/shop behind 203. Addressing has been informed that someone is living there, so it needs an address. 209 and 214 are on S. Pawnee Dr. **N Pawnee Dr. issues:** 401 is before 400. 508 comes before 505 and 508, 514 comes before 509 and 511. 518 comes before 511. 511 is next door to 521. 524 comes before 523. Bruce Head asked if anyone would like to speak from Indian Hills subdivision. Joyce Heatherly, who lives at 202 S. Sequoia, stated she had lived at that address for 37 years. She stated next door used to belong to Art Garrett, and was originally 200 S. Sequoia and one of the last tenants moved his mailbox to S. Pawnee. She stated another resident moved his mailbox from S. Pawnee to S. Sequoia. She stated there has not been another house built in 37 years, and there is no room to build a house on S. Sequoia. She also stated there was another house that built a big building behind the house, and she called codes to report it. She stated the residents stated they were making it a storage building, but they have put in utilities. She stated she knew there were people living in the building. She does not believe she should have her numbers change because others have made mistakes and there is no room to build. Bill Diehm, who lives at 504 N. Pawnee, also wished to speak. He asked if this was the first meeting to discuss this. It was explained that Addressing brings preliminary issues to the 911 Board to see if they need to proceed further with it. He asked if the entire neighborhood was being readdressed or just one road. It was stated it would be the entire neighborhood. Mr. Diehm explained that the neighborhood has been there for almost 70 years, and FedEx and UPS did not exist back then. He asked if the streets would have the same number range because it was an issue now that packages were delivered to the right number on the wrong road. Dee Dee explained they would have different address ranges. He then asked if any houses would keep the same number, to which the answer was no. He asked how the process worked in the way of notifications. Dee Dee listed all the departments that were notified by the addressing office and said that he would receive a letter with the new address on it and a date to change the address on the mailbox. She explained the post office would forward mail for a year while everything was being changed on his end. He asked if a mailbox would be enforced for those that had mail delivered to the door. Dee Dee explained that it was up to the post office, not the addressing office. Bruce asked if there was any further discussion from the board and stated he did not feel there was an option here with the new address request.

Motion made by Chad Gregory to approve the readdressing of Indian Hills Subdivision. Motion was seconded by Michael Van Dyke.

*Roll Call Vote: J. Head – Yes M. Van Dyke - Yes*

 *C. Holmes – Yes M. Wilhoit– Yes*

 *J. Ring – Yes B. Dean – Yes*

 *N. Johnson – Absent, Excused C. Gregory - Yes*

 *F. Stubblefield - Yes*

*Vote of: (8) Yes (1) Absent (1) Excused*

**Bellar Ext. –** Dee Dee presented Bellar Ext. to the 911 Board for final discussion. This road came up due to an address request for construction between 2626 and 2628, with no number available between the two addresses. Other issues that were discovered on this road are as follows: 2628 comes before 2627. 2629 and 2627 come before 2626.

Motion made by Mike Wilhoit to approve the readdressing of Bellar Ext. Motion was seconded by Chad Gregory.

*Roll Call Vote: M. Wilhoit – Yes N. Johnson – Absent, Excused*

 *J. Head – Yes C. Holmes– Yes*

 *C. Gregory - Yes B. Dean– Yes*

 *F. Stubblefield – Yes J. Ring – Yes*

 *M. Van Dyke- Yes*

 *Vote of: (8) Yes (1) Absent (1) Excused*

**2025-04-05 First Presentation for Meredith Dr and Saddleview Dr**

Dee Dee presented a new issue discovered on Meredith Dr and Saddleview Dr. She first presented the plat that was approved on October 9, 2024 of Calista Farms Subdivision. She stated she went to address a few days back and noticed there was a road that was connected to the neighboring subdivision that was not originally planned to be connected. She said they have a contact named Abby that she reached out to via email and asked about it. She asked if the roads were supposed to connect. Dee Dee stated when they are initially asked for addresses, they go and drive what is supposed to be the streets. She stated there were concrete dividing walls that were put up, indicating that road would end at that location. When Gena went out, there were also the walls indicating the end of the road. When they recently went back out a few days back and noticed the walls were still there, but there was asphalt that connected the two subdivisions. Referring to the original plat, there was no connection to the neighboring subdivision noted. There is another area on the original plat that there was a connection noted, Dartmoor connects to Tackett Dr in Calista Farms. Dee Dee referred to the plat again, showing there was no connection planned between Meredith Dr and Saddleview Dr. Dee Dee presented a picture of how the roads look today, which show connecting asphalt, as if it were one road, but with concrete dividing walls and cones placed where they would connect. Dee Dee stated she emailed Ceagus Clark, the Planning and Codes Director for the City of White House, asking if they were connected. Ceagus stated they would connect. Dee Dee stated that there would be a continuous street with two road names and a different set of numbers on each side, with nothing indicating they are different streets aside from the different plats, which would be confusing for responders. Dee Dee stated she reached out to Abby to see if they would consider changing the addresses. She heard back from Michael Borick, who is with the construction company, who was not pleased. He suggested changing the residents on Saddleview, who already had residences established, or putting up a sign indicating they are two different roads. She told him she would present those ideas to the 911 Board. She talked to Sam Lamberth yesterday, who is the developer for the property and present at the meeting today. Dee Dee stated those new homes were under contract and closing either on this date or in the next few days. Dee Dee stated again there was no indication on any of the paperwork received by the addressing office that the roads would connect. Sam Lamberth stated he had spoken with Cathy Lowe prior to her retirement who told him it would be fine. Dee Dee stated there is not any paperwork or documentation of this conversation and that it goes against NENA standards for a road to change names in the middle of the road. She asked that the addresses be corrected, which would affect 11 or 12 homes that would need to be corrected. Bruce asked any members of the board had questions. Faye asked if the houses on the new section had already been built. Dee Dee stated not all of them had been built, but two of them had. The developer stated they had not been built, but every single one was under contract. Mr. Lamberth stated the problem the builder has is that there are two fully built, but six under construction. He stated the builders sell them under one address, have construction under one address, and all the subcontracts and warranties under one address. He stated for them to go back and change that would be a significant inconvenience. Mr. Lamberth stated this project had been going on for years, and several changes have had to be made, like road names. He stated changing the addresses would be a significant cost on the builder. He asked the City of White House if signs could be put up to indicate the change in roads. He stated the city was fine with that. Mr. Lamberth stated they were okay with disconnecting the two roads, but the City of White House did not want that. Faye asked who made the decision to connect the roads. Mr. Lamberth stated both developments have been going on for years. He stated the other development moved faster and when his original plans were made, that subdivision was not there yet. Dee Dee asked when this plot was approved in October, why did it not show the connection? Mr. Lamberth could not answer that question. He stated the property was purchased in 2019 and the engineer planning done in 2020. Michael Van Dyke asked what the NENA standard was for this situation, and Dee Dee stated it was for the roads to only have one name. Faye stated she came from the financial world, making construction loans. She stated it was a nightmare to go back and change that kind of information. She stated it was also very costly because new documents and disclosures must be made, another seven day waiting period had to be established. Her suggestion was to change the other end of the road that had already been established, so that process could be avoided. She stated in the middle of a building, it affected every part of the build, and it slowed or even stopped everything. Mayor Vogle asked why the city wanted them to connect the subdivisions. Mr. Lamberth was unsure and stated that there are multiple egresses that go out to Calista Rd. Rachael asked if the easiest thing to do would be to leave the roads separated, whether that meant building a permanent wall or tearing up the road in between. Mr. Lamberth said they would be willing to tear up the asphalt and landscape it. He stated he even went to talk to the fire department, and it would not be an issue. Bruce asked if there was any proof or documentation that the City of White House told them it was a requirement to connect them. Mr. Lamberth stated there was not.

Motion was made by Faye Stubblefield to table this discussion until the next meeting to allow addressing to contact the City of White House. Motion was seconded by Chad Gregory.

*Roll Call Vote: F. Stubblefield – Yes C. Holmes – Yes*

 *N. Johnson – Absent, Excused C. Gregory – Yes*

 *M. Van Dyke – Yes B. Dean – Yes*

 *J. Head – Yes M. Wilhoit - Yes*

 *J. Ring– Yes*

 *Vote of: (8) Yes (1) Absent (1) Excused*

**2025-04-06 Review & Approval of March 18, 2025, Minutes**

Minutes reviewed by all the board members at this time.

Motion made by Faye Stubblefield to approve the March 18, 2025, minutes. Motion was seconded by Chad Gregory. No questions, all in favor, motion carried.

**2025-04-07 Review & Approve March 30, 2025, Financial Report**

Financial report reviewed by board members. No questions.

Motion made by Chad Gregory to approve March 30, 2025, Financial Report. Motion was seconded by Mike Wilhoit.

*Roll Call Vote: N. Johnson – Absent, Excused M. Van Dyke– Yes*

 *M. Wilhoit– Yes F. Stubblefield - Yes*

 *J. Head - Yes C. Gregory – Yes*

 *C. Holmes - Yes B. Dean - Yes*

 *J. Ring - Yes*

 *Vote of: (8) Yes (1) Absent (1) Excused*

Chad Gregory made mention of the list the addressing office had compiled of calls/concerns that they received in regards to the Indian Hills readdressing, asking to make sure those were entered into the record.

**2025-04-08 Reports from Committees**

**(Rachael)**

1. **Generator Update –** Rachael stated she had talked to the company about the generator. The company had called, stating they could not get the contactors to simply repair it. The solution will likely be to replace the ATS. He said just a ballpark figure for the switch would be $5,000 and that did not include labor, or the electrician needed.
2. **Water Leak –** Rachael stated that during the storms a couple of weeks ago, a leak was discovered in the server room. She stated it leaked from the roof from the area where all the wiring for the radios came into the building on the roof. There is a cover on that, and the cover came off. It is unsure which company left the screws out to allow that to happen. She stated no equipment was damaged with the leak, but it did get under the floors that ran into the dispatch area. CSSI was contacted to do cleanup since they are the ones that installed the carpet. They dried the water, pulled some insulation, and installed new ceiling tiles. Rachael stated an insurance claim was not filed since the deductible is $2,500 and total cost was $3,200 for cleanup. Rachael stated this was also another situation where a backup facility would have been essential because if the water had destroyed the equipment in the room, it would have disabled the entire building and all radio and phone equipment.
3. **Budget –** Rachael made first presentation of the FY 2025-2026 budget. Rachael stated she had heard back from finance, so the depreciation figure should be close. They weren’t sure about how the new radio consoles would work in, as it depended on when everything got paid. Rachael stated the only large purchase for the next budget year that she knew of was possibly a new vehicle for 911 Addressing since the one that we have is a 2005 model and had begun having a lot of problems. Rachael stated most things were close to last year. She stated she added extra to the maintenance/warranty contracts line, and that was due to the recorder maintenance fluctuation each year, so she added the highest figure. It is also unsure what the contract with Motorola/MCA will look like once the maintenance phase is entered into with the new radios. Mike Wilhoit asked what the new line item, 309-4428, was. Rachael stated this was where TECB had redone the funding, and it was for the hosted phone system. She stated they wanted to show that as money received and money paid, so since that had not been done before, a new line had to be created. Rachael stated she also gave an updated MTAS formula list, which was just a bit off with the way the vote was done for the raises next year. Michael Van Dyke asked about 335-4333, stating it went up about $18,000. Rachael stated that was for the generator issue, since it looked like it would not be completed during the current budget year. Mike Van Dyke asked about 451-4436, uniforms. Rachael stated she had not purchased uniforms of any kind over the last couple of years, so she was hoping to do that this year. He asked about 499-4246, materials, which almost doubled. Rachael stated more purchases had been made from that line over the last couple of budgets. She stated there have been several budget transfers over the last couple of years, so more money was added to try and prevent that. He asked about the staff development increase. Rachael stated more training was needed. There have been a lot of training classes offered lately, some locally and some that require travel. There is also a need for in-service. Rachael stated not all the money was billed to the other entities, part of the money was from the state. Rachael stated QA was being started, and a reward for the highest scoring dispatcher, maybe a class where travel was required would be offered. Rachael also stated that it would also include costs of any training materials needed for in-service. Michale Van Dyke also asked about 790-4427 increase. Rachael stated new computers needed to be purchased for dispatch. Chad asked about 412-4254, asking if that would be enough and if it was just the generator. She stated it would and that it was all for the generator. He asked about the gasoline line item, and if it had enough. Rachael stated that they didn’t use that much gas. Michael Van Dyke stated there was about a 10% increase, and what the revenue would look like. Rachael stated she had listed the anticipated revenue at the bottom of the budget, and part of it was the way that the TECB figured the new funding, with the additional payments received in November as part of the base funding. Chad confirmed there was only one payment left for the building. Michael Van Dyke stated that comparing the financial report and proposed budget there was about $19,000 less revenue on the proposed budget that in the financial report for this year. Rachael stated that was from the change in TECB funding, because this year we still got the additional payment in November, as well as the payment included in the base funding. There is no guarantee in the extra November payment due to the TECB change. She stated the TECB had told everyone they will likely receive more money during this budget year due to the change in base funding than previous years or possibly future because we still did get the extra November payment. No vote was needed since this was the first presentation.

**(Jason)**

Jason presented the board with updated call numbers and department numbers for the previous month. Chad asked if the text calls were actual calls. Jason stated a lot of alarms were received from alarms, but there were some actual texts for 911 calls received.

**(Skylar)**

No updates.

**(Dee Dee)**

No updates.

**2025-04-09 Old Business**

**2025-04-10 New Business**

**2025-04-11 Adjournment**

 Meeting adjourned by the Chairman, Bruce Dean at 9:59 am.

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Chairman, Bruce Dean Secretary, Nancy Johnson

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Typist, Rachael Payne