State of Tennessee County of Robertson

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

 **Minutes –August 20, 2024**

**2024-08-01 Call to Order**

The Chairman, Bruce Dean, called the meeting to order at 9:00 a.m., at the ECC Building.

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

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

 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, Charlie Clark, Blake Pierce, Jeff Glodoski, Kevin Schwarz, Holly Schwarz

**2024-08-02 Review Meeting Agenda**

**2024-08-03 Recognize Visitors**

**2024-08-04 East County Farm Rd Address Change Presentation and Discussion**

Dee Dee Perry made a presentation on issues that exist on East County Farm Rd:

Dee Dee mentioned that East County Farm Rd had issues that materialized from changing Old Highway 431. She advised the issues are that there is a driveway, 2836 Old Highway 431, off East County Farm Rd that is a decent way down the road. The house should be numbered on East County Farm Rd. Also, the road is numbered backwards, meaning it starts at the dead end and goes out towards the main road. 4663 and 4666 are almost across from each other. 4662 and 4666 are almost 100 feet apart. 4663 and 4667 are over 50 feet apart. These are spacing issues.

Bruce Dean asked if there were any visitors that wanted to speak about this potential address change. Kevin and Holly Schwarz, who reside at 4667 East County Farm Rd, were present. Kevin stated they got the notice in the mail, and it would be a major inconvenience to change all of their information. He stated he didn’t understand how it was a 911 issue because his neighbor had called 911 several times and they showed up every time. He also stated he had accidentally called 911 before and the Sheriff’s Office showed up at his house. He stated he did not feel like 911 was having any issues finding their address. Holly stated several of those houses have been there for several years, and none of them wanted to change either. She stated they would get a petition signed if needed. She also asked how it even worked. Dee Dee stated the address changes were sent to all the public safety agencies, utilities, county offices, UPS/FedEx, and mapping systems. Kevin asked why it was even brought up to change East County Farm Rd. Dee Dee explained that where Old Highway 431 was changed, they check the roads that come off of the changed road. Dee Dee stated the house on the corner was the first thing they noticed, which prompted them to review the rest of the road. He asked why this issue was only being addressed now instead of years ago and Dee Dee explained that because the county was growing, lots of issues were coming up about running out of numbers, spacing issues, etc. She stated in a case like this where the address on the corner needed to be changed, everything could be corrected at one time as opposed to having to come back if more issues arise and having to readdress the whole road. She stated families are starting to move in, build in-law suites, and add apartments in outbuildings which were creating the issue of running out of numbers. Kevin stated there was only one lot available on the road, and he knew all the neighbors and they would not be moving people in. Dee Dee explained that it was not only current issues, but we had to consider potential future issues as well. He stated it was an inconvenience for everyone to change their address. Jason Head asked when the road was originally renumbered. Dee Dee stated this road had not been renumbered previously, and the only reason that this one was being brought to the board is from the renumbering of Old Highway 431.

Jason Head made a motion to readdress only the house at 2836 Old Highway 431 for now, with the understanding that if future issues/growth arose, it would have to be re-evaluated at that time. Jim Ring seconded the motion.

*Roll Call Vote: J. Ring – Yes M. Wilhoit - Yes*

 *F. Stubblefield – Yes N. Johnson - Yes*

 *M. Van Dyke - Yes C. Gregory - Yes*

 *J. Head – Yes B. Head - Yes*

 *C. Holmes – Absent, Excused*

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

Bruce Dean thanked the residents for attending the meeting, and they excused themselves from the meeting.

**2024-08-05 Review & Approval of July 16, 2024, Minutes**

Minutes reviewed by all the board members at this time. No questions.

Motion by Mike Van Dyke to approve the July 16, 2024, minutes as reviewed. Motion was seconded by Chad Gregory. No questions, all in favor, motion carried.

**2024-08-06 Review & Approve May 31, 2024, June 30, 2024, July 31, 2024, Financial Report**

Bruce Dean asked if the board wanted to approve the financial reports individually or if they wished to do them as one. Mike Van Dyke asked what the correction was on the May report. Rachael explained that on page 5, the expenditures were added to the total instead of subtracting. That was corrected by the finance department.

Chad Gregory made a motion to approve May Financial Statement as corrected. Faye Stubblefield seconded the motion.

*Roll Call Vote: M. Van Dyke - Yes F. Stubblefield - Yes*

 *C. Gregory – Yes J. Head - Yes*

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

 *J. Ring – Yes B. Head - Yes*

 *M. Wilhoit - Yes*

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

Mike Van Dyke made a motion to approve June and July Financial Statements. Motion was seconded by Chad Gregory.

*Roll Call Vote: M. Wilhoit - Yes F. Stubblefield - Yes*

 *J. Ring – Yes N. Johnson – Yes*

 *C. Gregory - Yes C. Holmes – Absent, Excused*

 *M. Van Dyke – Yes B. Head - Yes*

 *J. Head - Yes*

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

**2024-08-07 Reports from Committees**

**(Rachael)**

1. **Surplus Furniture –** Rachael mentioned that she had spoken with Bruce Dean earlier in the month about the furniture that was in the 911 Addressing office and whether it could be moved to surplus and given away/disposed of due to the move. He sent an email to the board and asked for opinions. This was done via email due to the fact of it needed to be handled immediately since the Addressing office was being moved and new furniture was purchased for the new office. It was not done previously because the delivery date of the new furniture was uncertain, and they would need furniture in the office. The board agreed that the furniture could be moved to surplus, so it was being brought to the board to officially surplus those items.

Chad Gregory made a motion to surplus all items on the list. Faye Stubblefield seconded the motion.

*Roll Call Vote: N. Johnson – Yes J. Head - Yes*

 *M. Wilhoit - Yes C. Holmes – Absent, Excused*

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

 *M. Van Dyke – Yes B. Head - Yes*

 *C. Gregory - Yes*

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

1. **Insurance Deductible -**  Rachael stated the insurance company had contacted her stating that the deductible could be changed from $1,000 to $2,500, which would save $3,885 on the premium. Rachael stated she had talked to Bruce and he told her to go ahead and make the change. The board stated no action had to be taken on this matter.

**(Dee Dee)**

1. **Chambliss Rd –** Dee Dee stated a new driveway permit was sent over from the Highway Department for someone that was constructing a new shop with utilities. She stated Gena went out and checked it and there was no number available for the construction. Other issues: 2611 shares a drive with 2571 and 2575, which are next to 2613. Bruce asked to clarify that someone requested an address and there are not any numbers. Dee Dee stated that was correct.
2. **Wills Rd –** Dee Dee stated they received a request from the Highway Department for a new address/new construction. There is no room between 4553 and 4555 for a new address. Other issues: 4558 and 4564 share a driveway. 4670 is across from 4675. 4698 is across from 4703 Wills Rd. 4556, 4558, and 4564 all come before 4565 Wills Rd.
3. **Mt. Sharon Rd –** Dee Dee stated she also needs to double check this road. There is a new construction of a shop with no numbers accessible for the driveway. Other issues: 4257 is across from 4262. 4257 is across from 4266. 4330 is next door to 4351. 4340 is across from 4351. 4418 and 4420 are on Calloway Ln and 1036 and 1056 Calloway Ln are on the same driveway, which is a private drive. 4418 and 4420 should be addressed on Calloway Ln. 4465, 4473, 4477 all share a driveway.
4. **Atkins Rd Ext –** Dee Dee stated a call was received from the Highway Department about this one. In 2016 the road was extended, and the county stopped servicing the road at the cul-de-sac. Delvin Hester and Cathy Lowe decided to call it Atkins Rd Extension. Usually when something like this is done, the numbers are not extended from the main road, but a different range of numbers issued. Dee Dee stated that because the numbers were just extended, it has created some confusion about where Atkins Rd ends and people are making the mistake of thinking the whole road is Atkins Rd. The Highway Department requested this because they do not service the “private drive” part of the road, which is the extension. Many residents are confused and think their address is on Atkins Rd.
5. **Individual Resident Requests –** The first one has a driveway on Worsham Springs and one on Possum Trot and is addressed on Worsham Springs. She would like her address to be on Possum Trot. The resident stated the only way to really get to her house was on the paved entrance from Possum Trot and she had a delivery truck tear up the entrance on Worsham Springs because it is so small. Dee Dee explained to her that the address could be changed again in the future if other issues arose. Dee Dee also checked Possum Trot to see if there were any other issues on that road, and there were a few but nothing major at this time. The next resident request was for a driveway permit that was building a shop off Hester Rd. The resident stated she had requested twice for her address to be changed and was told no. Her address should be on Roy Cole Rd. Her driveway is on Roy Cole Rd. She stated she has had a lot of issues with being found because there is no access to her property from Hester Rd. In checking the rest of Roy Cole Rd, other issues were found: 4109 is an odd number on the even side of the road. 4120 and 4126 share a driveway. 4168, 4174, 4175 share a driveway, and there is an even number on the odd side of the road. 4172 is numbered on the wrong side of the road. 4217 comes before 4216. 4502 comes before 4451. 4451 is about 400 feet away from 4523. 4546 and 4551 are almost across the street from each other. 4620 and 4627 are next to each other. On Hester Rd, the resident requesting the change also owns more property and two houses are numbered on the wrong side of the road. Other issues: 6660 and 6662 are those addresses. 6703 is before 6680. 6705 is before 6686. 6722 is before 6717. 6760 is before 6766. 6810 and 6814 share a driveway. 6846 is across from 6856. Both residents know the address could change again in the future and accept that. They would just like the issues corrected for now.

Bruce asked to first discuss the two resident requests. He asked if the board wanted to take any action on those requests.

Mike Van Dyke made a motion to approve the changes for the individual requests. Motion was seconded by Mike Wilhoit.

*Roll Call Vote: M. Van Dyke - Yes F. Stubblefield - Yes*

 *C. Gregory – Yes J. Head - Yes*

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

 *J. Ring – Yes B. Head - Yes*

 *M. Wilhoit - Yes*

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

Chad Gregory asked how it happened that the resident on Hester Rd was addressed on Roy Cole Rd. Dee Dee stated most of the files were still packed up, so there was limited access to pull the file so she couldn’t explain it.

Bruce Dean asked how many of the roads in the presentation had issues of not having any available numbers to issue to those requesting a new address. Dee Dee stated Chambliss, Wills, and Mt Sharon. There is no other option because there are not any numbers available in the area they are building.

Chad Gregory made a motion to correct both Atkins Rd and Atkins Rd Ext at the same time. Faye Stubblefield seconded the motion.

Dee Dee reviewed the issues on Atkins Rd at this time. 3656 Edd Ross Rd numbered on Atkins. Other issues are spacing issues: 3843 is 38 feet from 3850. 3837 is before 3836. 3828 is before 3821. 3776 is before 3773. 3758 is across from 3717.

*Roll Call Vote: F. Stubblefield – Yes N. Johnson - Yes*

 *M. Van Dyke - Yes C. Gregory - Yes*

*J. Head - Yes J. Ring - Yes*

 *C. Holmes – Absent, Excused B. Head - Yes*

 *M. Wilhoit– Yes*

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

Dee Dee explained again that the other roads were due to new address requests. She also explained there are a lot of people that have started asking for addresses for shops and outbuildings as well in case there is an emergency.

Faye Stubblefield made a motion to change Wills, Mt Sharon, and Chambliss. Chad Gregory seconded the motion.

*Roll Call Vote: M. Wilhoit - Yes F. Stubblefield - Yes*

 *J. Ring – Yes N. Johnson – Yes*

 *C. Gregory - Yes C. Holmes – Absent, Excused*

 *M. Van Dyke – Yes B. Head - Yes*

 *J. Head - Yes*

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

1. **Herbert Shannon Rd** – A new driveway permit was issued for an address on this road. There has not been anything built, but the property changed hands. Whenever property is sold, they must re-apply for a driveway permit. When this property owner did, it was discovered that an even number was issued on the odd side. This does not affect any residents or property owners.

Mike Van Dyke made a motion to approve Herbert Shannon. Motion was seconded by Chad Gregory.

*Roll Call Vote: N. Johnson – Yes J. Head - Yes*

 *M. Wilhoit - Yes C. Holmes – Absent, Excused*

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

 *M. Van Dyke – Yes B. Head - Yes*

 *C. Gregory - Yes*

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

Rachael asked for clarification that the vote for Hester Rd/Roy Cole Rd was to change the one address per the request of the resident and not address all the other issues on those roads. Dee Dee stated that was up to the board as to whether to change those roads. Bruce said at this time all that was authorized was the one resident. Faye clarified that the resident would have to change again. Dee Dee stated she would, and she was okay with that since it will only be a numerical change for the second one. Chad stated if the entire road was changed, the one resident would have to wait longer for her change. Jim Ring stated under policy it would only be a change for one resident.

**(Jason)**

Jason presented the board with updated call numbers and department numbers for the previous month.

**(Skylar)**

Roofing project starts the first week of September and should last about two weeks. Rachael stated Motorola had also been contacted to come out to move some equipment on the roof for that project.

**2024-08-08 Old Business**

None

**2024-08-09 New Business**

None

**2024-08-10 Adjournment**

 Meeting adjourned by the Chairman, Bruce Dean at 9:58 am.

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Chairman, Bruce Dean Secretary, Nancy Johnson

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Typist, Rachael Payne