State of Tennessee County of Robertson

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

 **Minutes – December 17, 2024**

**2024-12-01 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 – Present N. Johnson – Present

 C. Gregory – Present J. Ring – Present

 F. Stubblefield – Present M. Van Dyke – Present

 M. Wilhoit – Present

 **Board Members Present** (9) Board Members Absent (0) Excused (0)

**Others Present:** Dee Dee Perry, Skylar Tackett, Rachael Payne, Jason Pentecost, Gena Hannah, Jeff Glodoski, Madison Burnett, Charlie Clark, Mayor Billy Vogle, Jerry Shannon, Melanie Leslie

**2024-12-02 Review Meeting Agenda**

**2024-12-03 Recognize Visitors**

**2024-12-04 Final Approval Discussion for Cage Ellis Rd and Dividing Ridge Rd**

**Dividing Ridge Rd. -** Dee Dee presented Dividing Ridge Rd to the board for final approval. There is an issue with numbering on Dividing Ridge Rd. The numbers start at 5289 at the Davidson County line in the Huffman Rd area, and end at 6139 at South Dividing Ridge Rd around Spring Hill Baptist Church. The numbering starts over again at Greer Rd at 1320 Dividing Ridge and ends at 1635 Dividing Ridge Rd near South Dividing Ridge. This means the two sections start furthest from the intersection and move towards it with different numbering sequences. 7027 Dividing Ridge Rd was originally numbered on Greer Rd, but the drive is off Dividing Ridge, and it shared a drive with 1624 Dividing Ridge Rd.1627 comes before 1624. 1586 comes before 1585. 1589 comes before 1585. 1351 comes before 1350. 1333 is next to 6137. 6112 and 6122 share a driveway. 6067 and 6070 are across from each other. 6037 comes before 3066. 5980 is across from 5972. 5972 is numbered on the odd side of the road. 5926 and 5970 are next door to each other. 5945 and 5951 are next door to each other. 5828 comes before 5825. 5775 is across from 5770. 5730 shares a driveway with 5738. 5699 comes before 5695. 5713 is between 5678 and 5682 and before 5682. 5659 comes before 5646. 5633 is across from 5626. 1247 is next door to 5606. 5543 comes before 5542. Also, new addresses were issued prior to policy change: 10247, 10231, 10209, 9022, 7913, and 7027. Melanie Leslie, who lives at 5543 Dividing Ridge Rd was present. She stated she did not know the road was so messed up. Dee Dee stated one phone call was received the day prior, and all she wanted to know was if the address change would affect what school her children go to. Dee Dee told her it would just be an address change, and would not affect schools.

Motion made by Mike Van Dyke to approve the readdressing of Dividing Ridge Rd. Motion was seconded by Chad Gregory.

*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. Dean - Yes*

 *C. Holmes- Yes*

 *Vote of: (9) Yes (0) Absent (0) Excused*

**Cage Ellis Rd –** Dee Dee presented Cage Ellis Rd to the board for final approval. Issues found were that 3853 is approximately 50-60 feet to 3927. 3927 comes before 3907. 3942 and 3948 come before 3941. 4056 comes before 4050. 4077 is on the even side of the road. This resident also needs an address for a detached garage with full utilities. It will add to the problem to give them an address on the wrong side of the road. 4077 is next door to 4140, presenting a spacing issue as well. No visitors present for Cage Ellis Rd. Dee Dee stated a person came in just before the meeting started and just had a question and didn’t have time to stay. Dee Dee ran through the information with her, and she left.

Motion made by Faye Stubblefield to approve the readdressing of Cage Ellis Rd. 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 – Yes*

 *M. Van Dyke – Yes B. Dean - Yes*

 *J. Head – Yes*

 *Vote of: (9) Yes (0) Absent (0) Excused*

**2024-12-05 Review & Approval of November 19, 2024, Minutes**

Minutes reviewed by all the board members at this time.

Motion made by Mike Wilhoit to approve the November 19, 2024, minutes as reviewed. Motion was seconded by Mike Van Dyke. No questions, all in favor, motion carried.

**2024-12-06 Review & Approve November 30, 2024 Financial Report**

Motion made by Mike Van Dyke to approve November 30, 2024, Financial Report. Motion was seconded by Chad Gregory.

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

 *C. Gregory - Yes J. Head – Yes*

 *C. Holmes – Yes N. Johnson – Yes*

 *J. Ring – Yes B. Dean - Yes*

 *M. Wilhoit - Yes*

 *Vote of: (9) Yes (0) Absent (0) Excused*

**2024-12-07 Reports from Committees**

**(Rachael)**

1. **Holidays –** Rachael stated the holiday gathering was held the previous Saturday. She stated there was a great turnout. She also told the board that 4 angels were adopted from the church and very well taken care of.
2. **Secondary Structures –**Rachael presented OPS 22 – Addressing Secondary Structures Policy. She stated Dee Dee assisted heavily in this policy since she knew more about what was trying to be accomplished. Rachael turned it over to Dee Dee to talk about the policy. Dee Dee stated they needed more clarification about how to address secondary structures when they had utilities connected. She stated they don’t want to force everyone to make private drives when there is just a building with one utility. She stated if there was water and electricity to the building, it would get treated as the potential for a livable structure, except for agricultural buildings. Anything with electric only will have an address but not count toward the private drive exception. If it has water and electricity, it will count towards it. At the time, it will be explained that if anytime in the future another structure is added, it will have to be a private drive. Mike Wilhoit asked what happened if he built a nice shop behind his house with electricity and water, would he have to have an address? Dee Dee stated that they have been because it has the potential to be livable. Dee Dee stated they have been having problems with CEMC and that sometimes they require and address and sometimes they don’t. She stated she sent an email to CEMC asking for clarification and they have not received an email back. Sumner County stated they had to have an address for anything with electricity, even without a separate meter. Mayor Vogle asked if CEMC had not mentioned any issues about sending two bills to one address. Dee Dee stated there had been issues with CEMC saying they had not received address changes, so they have started copying the residents on emails. Dee Dee stated they are having to send them each verification separately instead of the entire road at one time. Faye Stubblefield asked if they were working with Springfield or Clarksville office, and Dee Dee stated it had been the Clarksville office.

Motion made by Faye Stubblefield to approve OPS 22 – Addressing Secondary Structures Policy. Motion was seconded by Chad Gregory.

 *Roll Call Vote: B. Dean - Yes J. Ring – Yes*

 *C. Gregory – Yes F. Stubblefield – Yes*

 *J. Head – Yes M. Van Dyke – Yes*

 *C. Holmes – Yes M. Wilhoit - Yes*

 *N. Johnson– Yes*

 *Vote of: (9) Yes (0) Absent (0) Excused*

**(Jason)**

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

**(Skylar)**

Skylar stated the gate operator was replaced, but it is still not working due to a bend in the gate. He talked about the technician that was working on the gate had gotten injured while working on the gate. The company did recommend making the gate a 6 foot gate instead of an 8 foot gate with barbed wire across the top to get rid of some of the weight and maybe solve some of the problems.

**(Dee Dee)**

1. **611 17th Ave W –** Dee Dee stated a problem had arisen on 17th Ave W. The driveway had been moved at 611, and it now needed a new address since that road had already been readdressed. The house is still under construction. GS Moore and Sons is the company and they are okay with changing the address.

Motion made by Chad Gregory to change the address due to the driveway being moved. Motion was seconded by Chance Holmes.

*Ro Roll Call Vote: B. Dean - Yes J. Ring – Yes*

 *C. Gregory – Yes F. Stubblefield – Yes*

 *J. Head – Yes M. Van Dyke – Yes*

 *C. Holmes – Yes M. Wilhoit - Yes*

 *N. Johnson– Yes*

 *Vote of: (9) Yes (0) Absent (0) Excused*

1. **893 Circle Dr** – Dee Dee stated a gentleman called the office last week that had purchased this property. He was not aware the address had changed. He stated the driveway was not there anymore and was sold with the other part of the property. He stated he had to make another driveway. The new driveway is not on the left of the property line. He stated the address is also a triplex. This road has already been readdressed. Faye Stubblefield asked what would be done about the triplex. Dee Dee stated there was one entrance in the front with two apartments, that would get a Unit 1 & Unit 2. The one with the single entrance in the back would have a separate address. It has a staircase going up to the apartment. Jason Head stated it would be harder to locate for responders if the units had different addresses instead of unit numbers. Jeff Glodoski (Springfield Fire Chief) agreed. Bruce Dean asked why it was being done like that and Dee Dee explained that NENA standards stated a separate entrance required a separate number. Jeff Glodoski asked if every time a driveway was moved an address would be changed, for instance if a house burned. Dee Dee stated that yes, if the driveway was moved it would need a new address to stay in line but would be easier when done during construction.

Motion made by Chad Gregory to approve readdressing of 893 Circle Dr, using units and not separate addresses. Motion was seconded by Chance Holmes.

*Ro Roll Call Vote: B. Dean - Yes J. Ring – Yes*

 *C. Gregory – Yes F. Stubblefield – Yes*

 *J. Head – Yes M. Van Dyke – Yes*

 *C. Holmes – Yes M. Wilhoit - Yes*

 *N. Johnson– Yes*

 *Vote of: (9) Yes (0) Absent (0) Excused*

1. **Kimberly Dr –** Dee Dee stated she received a call from Dispatch about a problem EMS had responding to this location. She stated all houses on Kimberly Dr were numbered on East Robertson Rd. Dee Dee went back through the original plat. Multiple addresses had shared driveways or “alleyways”. She stated these “alleys” did not have a road name and caused some confusion. 5291 and 5297 are numbered on East Robertson, but share a driveway off of Kimberly Dr. 5271, 5265, 5259, 5253, and 5247 are numbered off of a shared “alleyway” off Kimberly Dr. 5209, 5217, 5223, 5229, 5235, and 5241 are numbered off of East Robertson, but are on a shared unnamed roadway off East Robertson. Dee Dee stated she called Orlinda City Hall to see if it was in the city limits. She stated she couldn’t get an answer, so she had to call Nancy Johnson. Nancy stated the road behind the houses were basically just an alley. Jason Head asked if originally, they were planning on making the driveways off of East Robertson. Rachael stated the subdivision had been there about 17-18 years, and there was some significant flooding that happened in the front of the houses. Jason stated the road did not go all the way through and there was a culvert in the middle of the road.

Motion made by Faye Stubblefield to readdress Kimberly Dr. Motion was seconded by Chad Gregory.

*Roll Call Vote: B. Dean - Yes J. Ring – Yes*

 *C. Gregory – Yes F. Stubblefield – Yes*

 *J. Head – Yes M. Van Dyke – Yes*

 *C. Holmes – Yes M. Wilhoit - Yes*

 *N. Johnson– Yes*

 *Vote of: (9) Yes (0) Absent (0) Excused*

**2024-12-08 Old Business**

**None**

**2024-12-09 New Business**

None

**2024-12-10 Adjournment**

 Meeting adjourned by the Chairman, Bruce Dean at 9:55 am.

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Chairman, Bruce Dean Secretary, Nancy Johnson

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Typist, Rachael Payne