State of Tennessee County of Robertson

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

 **Minutes –September 17, 2024**

**2024-09-01 Call to Order**

The Chairman, Bruce Dean, called the meeting to order at 9:01 a.m., at the ECC Building.

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

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

 C. Gregory – Present J. Ring – Present

 F. Stubblefield – Absent, Excused M. Van Dyke – Present

 M. Wilhoit – Present

 **Board Members Present** (7) Board Members Absent (2) Excused (2)

**Others Present:** Dee Dee Perry, Skylar Tackett, Rachael Payne, Jason Pentecost, Brent Dyer, Jeff Glodoski, Madison Burnett, Blake Pierce

**2024-09-02 Review Meeting Agenda**

**2024-09-03 Recognize Visitors**

**2024-09-04 Review & Approval of August 20, 2024, Minutes**

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

Motion made by Chad Gregory to approve the August 20, 2024, minutes as reviewed. Motion was seconded by Mike Wilhoit. No questions, all in favor, motion carried.

**2024-09-05 Review & Approve August 31, 2024, Financial Report**

Financial report reviewed by board members. No questions.

Motion made by Mike Wilhoit to approve August 31, 2024, Financial Report. Motion was seconded by Chad Gregory.

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

 *M. Wilhoit - Yes C. Holmes – Yes*

 *F. Stubblefield – Absent, Excused J. Ring – Yes*

 *M. Van Dyke – Yes B. Dean - Yes*

 *C. Gregory - Yes*

 *Vote of: (7) Yes (2) Absent (2) Excused*

**2024-09-06 Reports from Committees**

**(Rachael)**

1. **CAM Server and Tone Remotes –**Rachael presented a quote from Motorola for $23,394.55 for two items: A CAM server and tone remotes. Rachael explained that both expenses would have to be capitalized since they were over $10,000. Rachael explained that the CAM server was a computer that would hook into the radios and take the identification number on the radio and translate it into the unit that is calling. This would be programmed by dispatch and would be however each department wanted that radio to appear. Rachael explained that instead of the dispatchers seeing a six (6) digit number, it would translate to Unit 528 or Firefighter Smith instead. Rachael explained that the tone remotes would allow the channels like NOAA, 340, and 205 to be muted unless someone codes in to open them up. She explained that these channels always have traffic, and as of now the only options on the Motorola consoles were to mute them or not mute them. By purchasing the tone remotes, the channels could be silenced unless someone was trying to reach Robertson County or NOAA was putting out an alert for Robertson County. Bruce Dean asked if there were any maintenance fees or follow up fees associated with either item. Rachael stated she asked that directly and when TACN does radio upgrades every two years, that was part of the upgrade if they needed to be replaced. Bruce Dean asked how it was discovered that these things were needed. Chad Gregory stated it was discovered when dispatch asked for it to be programmed, and Motorola said they didn’t do that. Mike Van Dyke stated he felt it was an officer safety issue and a dispatch functionality need. He stated he didn’t like that it wasn’t involved in the beginning.

Mike Van Dyke made a motion to approve the purchase of the CAM server and tone remotes. Jim Ring seconded the motion.

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

 *F. Stubblefield – Absent, Excused N. Johnson – Absent, Excused*

*M. Van Dyke – Yes C. Gregory - Yes*

 *J. Head - Yes B. Dean - Yes*

 *C. Holmes- Yes*

 *Vote of: (7) Yes (2) Absent (2) Excused*

Mike Van Dyke asked about the mention of capitalization and stated the county has just changed their policy to $25,000 with the rising costs of everything and suggested the board may want to look into changing ours as well. The board asked Rachael to look into it and bring it back to the board.

**(Dee Dee)**

1. **3001 Southwark Dr –** With William A Batson construction and extension, the extension ran right through this driveway. Dee Dee stated she is asking for this change in case it ends up being off Southwark Dr. Bruce Dean asked if the owner has been contacted yet, and Dee Dee stated they had not. Bruce also asked if the board would like to vote on each address change individually or as one vote, and it was decided to address them individually. Jason Head stated public works needs to be contacted and the owner contacted before any change is made. Mike Van Dyke clarified if this was a motion to start the process of notifying the resident. Chad Gregory stated it would save time to go ahead and give the approval to dig further and contact the owner.

Mike Wilhoit made a motion to start the process of changing the address. Chad Gregory seconded the motion.

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

 *M. Wilhoit - Yes C. Holmes – Yes*

 *F. Stubblefield – Absent, Excused J. Ring – Yes*

 *M. Van Dyke – Yes B. Dean - Yes*

 *C. Gregory - Yes*

 *Vote of: (7) Yes (2) Absent (2) Excused*

1. **1158 Shaylee Dr –** Dee Dee stated part of the requirement from the state was that the address points were placed on the structures on the map. When working on correcting this one, moving the map point from the driveway to the house, it was discovered this address was on the wrong side of the road. This road has already been numbered at 5.28 feet. Bruce Dean asked how long this residence has had the number. Dee Dee stated the initial address was issued in 2022. Mike Van Dyke asked if this was a contractor issue, and Dee Dee stated she believed it was an error when the address was issued, and it had been long enough that it was prior to Cathy Lowe leaving Addressing.

Chad Gregory made a motion to start the process to correct the issue. Chance Holmes seconded the motion.

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

 *C. Gregory - Yes J. Head – Yes*

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

 *J. Ring – Yes B. Dean - Yes*

 *M. Wilhoit - Yes*

 *Vote of: (7) Yes (2) Absent (2) Excused*

1. **Dividing Ridge Rd –** Dee Dee stated they have received a few new address requests for this road. She stated when those were received, they started looking at the road. It should have been on the initial list of the roads presented before the policies were changed. It was discovered and now they are presenting it to the board. The numbering starts at 5289 at Huffman Rd near Davidson County and ends at 6139 at South Dividing Ridge. It starts again at Greer Rd at 1320 and ends and South Dividing Ridge at 1635. There are two different numbering ranges on this road, which are numbered in different directions, both going back towards South Dividing Ridge Rd. Dee Dee stated what initiated the issues was that (prior to the policy) 7027 Dividing Ridge Rd was re-addressed from Greer Rd when it was done, which shares a drive with 1624. Mike Van Dyke clarified that nobody was getting re-addressed twice, and Dee Dee stated they were not. They have put the new requests on hold until the board decides. Issues on Dividing Ridge Rd are: 1627 is before 1624. 1586 is before 1585. 1589 is before 1585. 1351 is before 1350. 1333 is next to 6137. 6112 and 6122 share a driveway. 6067 and 6070 are across from each other. 6037 is before 3066. 5980 is across from 5972. 5972 is numbered on the wrong side of the road. 5962 and 5970 are next door to each other. 5945 and 5951 are next door to each other. 5928 is before 5825. 5775 is across from 5770. 5730 shares with 5738. 5699 is before 5695. 5699 is across from 5686. 5713 is between 5678 and 5682 and before 5682. 5659 is before 5646. 5633 is across from 5626. 10247 is next to 5606. 5543 is before 5542. Dee Dee stated 10247 was an address that was issued prior to the pause for the election and policy change. But somehow the paperwork was put into the wrong file, and they discovered it had not yet been presented to the board. She stated before any new addresses were issued, she wanted to get it cleared up so they would know how to issue addresses. Bruce asked the board’s pleasure. Chad stated there were already several issues that existed and there had been new addresses already issued on the road. Chad asked if this would put the entire road in the same sequence. Dee Dee stated it would.

Chad Gregory made a motion to re-number Dividing Ridge Rd. Motion was seconded by Mike Wilhoit.

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

 *F. Stubblefield – Absent, Excused N. Johnson – Absent, Excused*

 *M. Van Dyke – Yes C. Gregory - Yes*

 *J. Head - Yes B. Dean - Yes*

 *C. Holmes- Yes*

 *Vote of: (7) Yes (2) Absent (2) Excused*

1. **Cage Ellis Rd –** Dee Dee stated this road came up the day prior. There was a new construction on a property that was numbered on the wrong side of the road. She stated if they add a new address for the building that has been requested, it will only add to the issue. 3858 is 50 feet from 3927, which is way off. 3927 is before 3907. 3942 and 3948 are before 3941. 4056 is before 4050. 4077 is on the even side of the road. This resident is building an attached garage with utilities. The house shares a driveway with 4140. They would go against the policy to give the new structure an odd address. Bruce Dean asked if the property owner knew it was an issue yet. Dee Dee stated they did not, the request was from the highway department, and they had not talked to the property owner yet. Dee Dee is requesting a decision on whether to just change the one wrong address or fix the entire road and correct the wrong address. Chad stated the board had been correcting roads as new construction arose, and this was the same. He stated to keep from doing the same road twice, just do it all at once.

Chad Gregory made a motion to re-address Cage Ellis Rd. Mike Van Dyke seconded the motion.

*Roll Call Vote: M. Wilhoit - Yes F. Stubblefield – Absent, Excused*

 *J. Ring – Yes N. Johnson – Absent, Excused*

 *C. Gregory - Yes C. Holmes – Yes*

 *M. Van Dyke – Yes B. Dean - Yes*

 *J. Head - Yes*

 *Vote of: (7) Yes (2) Absent (2) Excused*

**(Jason)**

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

**(Skylar)**

Skylar stated the roof would hopefully be done mid-week and that Motorola had come out to move some equipment. Mike Van Dyke asked how long it would take. Skylar stated they had hoped to already be done, but the storm that was supposed to come through put them behind.

**2024-09-07 Old Business**

None

**2024-09-08 New Business**

Bruce asked if there were any radio updates. Mike Van Dyke stated the county commission is not happy with the movement of the project. He stated the generator in Cross Plains was quoted two years ago. Motorola is sending out the civil team to make sure it was the right one quoted. They are trying to right the wrongs and will get a generator at cost instead of the markup. It has been decided the county will pay for it and figure out how to divide it between all the agencies. Chad also stated the new Motorola project manager was not aware of the maintenance charges paid to Greer to keep the current system running until he informed her of that. Mike Van Dyke also mentioned that Jason Head had mentioned there were problems with all the HVAC units at the towers. Mike Van Dyke stated it needed to be considered who would be taking over the management of the radio system, and it made sense to be at dispatch since there was already a mechanism to divide cost in place. Jason Head stated it was legally bound between the city and county and would need a lot to be able to divide that up and figure it out, and that it would require more than just the 911 Board. Rachael stated one of the concerns about it being under 911 is that if there was an issue and there was no money in the fund, it would be hard for 911 to take the hit to pay for it and divide it later. She stated that would be a hard hit on the 911 budget because there wasn’t a lot of extra room in the budget. Mike Wilhoit asked who was going to manage the system once it was up. Chad Gregory stated TACN would be responsible for maintenance for everything inside the building, but after it left the building, it was on the county or whomever was doing the maintenance/upkeep of the system and sites. Mike Wilhoit stated he believed if the radios came to be under 911, all entities would not be happy with the charges. He stated there is already bickering over the dispatching charges, and that would just add more arguments. Chad stated in previous years, there was a fee paid per radio and there was an agreement that if the system had a catastrophic hit, then the fees would be divided amongst all users. He stated that would be detrimental to a small, non-profit fire department. Mike Van Dyke stated everyone paid fees for what they used per radio which went into the maintenance fund. Once Greer started charging per radio, the maintenance fees were dropped, and that fund was depleted. Jason Head stated the city has been responsible for the last several years for maintenance of the sites.

**2024-08-10 Adjournment**

 Meeting adjourned by the Chairman, Bruce Dean at 9:45 am.

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Chairman, Bruce Dean Secretary, Nancy Johnson

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Typist, Rachael Payne