

MINUTES OF THE REGULAR MEETING OF THE
NATCHITOCHEES PARISH COMMUNICATIONS DISTRICT
TUESDAY, SEPTEMBER 17, 2013
2:00 P.M.

In the absence of Commission Chair Larry Atteridge, and Commission Co-Chair Doug Birdwell, Commission Secretary Mary Jones called the regular meeting of the Natchitoches Parish Communications District to order on Tuesday, September 17, 2013 at 2:00 p.m. in the Natchitoches Parish Government meeting room of the Natchitoches Parish Courthouse.

Prayer and Pledge offered by Commissioner Mickey Dove .

Roll call was conducted by 9-1-1 Director Mr. Willis Carter, present were Commissioner Mary Jones, Commissioner Mickey Dove, Commissioner Jack McCain, Commissioner Victor Jones, Commissioner Rick Nowlin, 9-1-1 Director Willis Carter, and legal counsel Mark Begnaud. Absent were Commissioner Larry Atteridge, Commissioner Doug Birdwell, Commissioner Chris Paige and Commissioner Crit Miller.

Acting Chair Mary Jones recognized and welcomed guest to the meeting which included Mr. George Minturn.

Commissioner Jones asked if there were any modifications the meeting agenda. Mr. Carter made mention that he had provided an updated version of his report to be added. A motion was offered by Commissioner Dove, seconded by Commissioner Victor Jones to accept the agenda along with the amended Directors report which is provided.....**MOTION CARRIEN UNANIMOUSLY BY SHOW OF HANDS.**

Acting Chair Jones asked for a motion to approve the Minutes of the August 27, 2013 Board meeting as printed.....Motion by Commissioner Victor Jones, seconded by Commissioner Mickey Dove....**MOTION CARRIED UNANIMOUSLY BY SHOW OF HANDS.**

Acting Chair Jones called for the Financial Report noting however that the District's Accounting Firm representative was not present. Jones asked if anyone had any questions regarding the Financial Reports.....A motion to accept the Financial Report as written was offered by Commissioner Jack McCain, seconded by Commissioner Mickey Dove.....**MOTION CARRIED UNANIMOUSLY BY SHOW OF HANDS**

The Director's Report was presented by Willis Carter. Carter updated the Commission on the NATCOM facility and stated that staff would be seeking a State approved appraiser to conduct an appraisal on the property as soon as the property transfer is finalized. Carter called on Mr. George Minturn who stated that he had consulted with all of the Engineering firms involved with the project. He gave the Commission November 22,2013 as the date that the final plans for the facility would be completed. He advised that he was hopeful that within the next three weeks he will have a preliminary package ready to send to the Fire Marshall for a preliminary approval.

Following Mr. Minturn's update, Carter reported that staff had started the process of soliciting letters of support from our legislators regarding the resubmittal of our Capital Outlay funding application. In closing his report, Carter advised the Commission that the District was now using the FuelTrac account for automobile expenses.

Mr. Carter reported that he had spoken with project manager Mr. John Richard concerning the State requirements for the District purchase of Title insurance on the donated property. District council, Mr. Mark Begnaud responded to a question posed by Commissioner Jack McCain regarding the requirement to secure title insurance on the property being donated to the District. Mr. Begnaud stated a number of reasons for the Commissioners to consider purchasing the Title Insurance.

Acting Chair Jones asked for a motion to accept the Director's Report as presented.....Motion by Commissioner Victor Jones, seconded by Commissioner Jack McCain.....**MOTION CARRIED UNANIMOUSLY BY SHOW OF HANDS**

Commissioner Jones asked for a motion to accept the statement of charge on the District's VISA account.....Motion by Commissioner Victor Jones, seconded by Commissioner Mickey Dove.....**MOTION CARRIED UNANIMOUSLY BY SHOW OF HANDS**

Mr. Carter stated that he had talked to Chairman Larry Atteridge about the vacancy in the position of Commission Secretary as the result of the departure of past Commissioner Jennifer Perkins. He shared with the Commission Chairman Atteridge's appointment of Commission Mary Jones to fill this vacancy and that Chairman Atteridge has requested that the full Commission ratify his decision to appoint Commissioner Mary Jones serve as Secretary.....Motion by Commissioner Jack McCain, seconded by Commissioner Nowlin.....**MOTION CARRIED UNANIMOUSLY BY SHOW OF HANDS**

Having no more business to come before the Communications District, Acting Chair Jones asked for a motion to adjourn until it's next schedule meeting date.....Motion by Commissioner Mickey Dove, seconded by Commissioner Victor Jones....**MOTION CARRIED UNANIMOUSLY BY SHOE OF HANDS**

MEETING AJOURNED 2:25 P.M.

Mary Jones, Commission Secretary

Approved