

**MINUTES OF THE SPECIAL CALL MEETING  
NATCHITOCHES PARISH COMMUNICATIONS DISTRICT**

2 :00 p.m., Wednesday, June 6, 2018  
Natchitoches Art Center/911 office  
716 Second Street

**CALL TO ORDER-** Chairman Dove called the special call meeting of the Natchitoches Parish Communications District to order on Wednesday, June 6, 2018 at 2:00 p. m. in the Natchitoches Art Center/911 Office. 716 2<sup>nd</sup> street, Natchitoches, La.

**PLEDGE AND PRAYER-** Chairman Dove asked Commissioner Wynn to lead the Pledge of Allegiance, and Commissioner Paige offered the Prayer.

**INTRODUCTION OF GUESTS-** Juanice Gray, George Minturn, Gary McElwee, Reed Franklin and Mark Roberts.

**ROLL CALL-** Roll call was conducted by 9-1-1 Address Coordinator Bernice Wallace. Commissioners present: Larry Atteridge, John Nicholas, Micky Dove, Mary Jones, Victor Jones, Jack McCain, John Wynn, Rick Nowlin and Chris Paige. Staff present: 911 Director Willis Carter, Bernice Wallace and Legal counsel Mark Roberts.

**APPROVAL/MODIFICATIONS TO AGENDA-** Chairman Dove asked if there were any modifications to the agenda. Director Willis Carter stated there were no modifications. Chairman Dove asked for a motion to approve the agenda as written. Motion by Commission Victor Jones, seconded by Commissioner John Wynn. Roll call vote recorded as follows: **Larry Atteridge, YES; John Nicholas, YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES; Rick Nowlin, YES; Chris Paige, YES; ABSENT: none**

**NEW BUSINESS**

**DEMAND LETTER FOR REVISED CONSTRUCTION SCHEDULE-** Chairman Dove asked for a motion to accept Mr. Minturn report. Motion by Commissioner Larry Atteridge, seconded by Commissioner Jack McCain. Roll call vote recorded as follows: **Larry Atteridge, YES; John Nicholas, YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES; Rick Nowlin, YES; Chris Paige, YES; ABSENT: none**

**RESOLUTION NUMBER 14 OF 2018- AUTHORIZING THE ISSUANCE OF A CONSTRUCTION CHANGE DIRECTIVE AND ISSUE THE APPROVAL OF THE ASSOCIATED CHANGE ORDER NUMBER 3 NOT TO EXCEED \$25,000.00, FOR THE INSTALLATION OF SEWER LIFT STATION, INCLUDING NECESSARY MECHANICAL AND ELECTRICAL CONNECTIONS, TO SUPPOT THE OPERATIONS OF THE NATCOM EMERGENCY COMMUNICATIONS FACILITY:** Chairman Dove asked for a motion to approve Resolution number 14 of 2018. Motion by Commissioner Jack McCain, seconded by Commissioner Victor Jones. Roll call vote recorded as follows: **Larry Atteridge, YES; John**

**Nicholas, YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES; Rick Nowlin, YES; Chris Paige, YES; ABSENT: none**

**RESOLUTION NUMBER 15 OF 2018- AUTHORIZATION TO EXPAND THE SCOPE OF EXISTING ARCHITECTURAL CONTRACT WITH GEORGE MINTURN, TO INCLUDE MANAGEMENT AND EXECUTION OF THE PURCHASING PROCESS, FOR PURCHASES FOR GOODS AND SERVICES ASSOCIATED WITH THE NATCOM PROJECT, WHICH ARE OUTSIDE THE PARIMETERS OF THE ORGINAL CONSTRUCTION CONTRACT.** Carter explained that this resolution is predicated upon the need to make purchases and acquire services that are outside the parameters of the original construction contract. Carter directed attention to the agenda package in which he listed several examples of the type of purchase included. Carter also stated that the communications district does not have a purchasing department, and therefore no one intimately familiar with these types of purchasing processes, and the importance of compliance with all bid laws and purchasing requirements. Chairman Dove asked for a motion to approve Resolution number 15 of 2018. Motion by Commissioner Jack McCain, seconded by Commissioner Victor Jones. Roll call vote recorded as follows: **Larry Atteridge, YES; John Nicholas, YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES; Rick Nowlin, YES; Chris Paige, YES; ABSENT: NONE**

**ADJOURN-** Having no further business to come before the Communications District Board of Commissioner, Chairman Dove called for a motion to adjourn until it's next scheduled meeting date. Motion by Commissioner Paige, seconded by Commissioner Atteridge. Roll call vote recorded as follows: **Larry Atteridge, YES; John Nicholas, YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES Rick Nowlin, YES; Chris Paige, YES; ABSENT: none**

**MEETING ADJOURNED 2:10 P.M.**