

**MOBILE COUNTY COMMUNICATIONS DISTRICT
BOARD OF COMMISSIONERS
Minutes of October 12, 2023**

Commissioners Attending:

Roy Hodge
Pat Mitchell

Jeff Reeves
Timothy Hughes

Chris McLean

Staff Attending:

Kristi Stamnes, Acting Executive Director
Hayley Clough, Recording Secretary
Katrina Brewer, Communications Manager

Jeffery Hartley, Attorney
Ashley Carlisle, Comptroller
Robert Jackson, Radio System Administrator

The REGULAR board meeting of the Board of Commissioners was held on October 12, 2023, at the Mobile County Communications Center.

Call to Order – Chairman R. Hodge called the meeting to order at 8:03 A.M.

Approval of Minutes – Commissioner McLean made a motion to approve the minutes from the September 14, 2023, meeting, seconded by Commissioner Reeves, all approved.

Treasurer Report – Ashley Carlisle presented the September 2023 claims list. Commissioner McLean made a motion to approve the September claims list, seconded by Commissioner Reeves, all approved.

Ashley presented the MCCD Budget-To-Actual.

Personnel – Commissioner McLean stated that a few months back the board voted to amend the holiday policy and he is now recommending an amendment to revise that policy again. The change is several wording adjustments to reflect the policy covering both the actual holiday as well as the observed holiday. Commissioner McLean made a motion to approve the revision, seconded by Commissioner Reeves, all approved.

Planning – No Report

Communications – Commissioner Reeves reported that the radio department guys are currently in Tuscaloosa on a drill. Gary Hand is still here in Mobile handling day-to-day operations. Commissioner Reeves stated that they have been continuously busy with the Locution deployment and the core upgrades.

Emergency Medical – Chairman R. Hodge stated that the Emergency Medical position will now fall under Dr. Tim Hughes with the Mobile County Sheriff's Office and welcomed him to the board. He welcomed Pat Mitchell with the Mobile County Sheriff's Office to the board as well.

Building/Configuration – No Report

Board Attorney – No Report

Executive Director – Acting Executive Director Stamnes presented to the board a payment to CMA Technology Solutions. Any amount over \$50,000 must be presented to the board for approval. Commissioner McLean made a motion to approve the payment, seconded by Commissioner Reeves, all approved.

Acting Executive Director Stamnes reported that the Alabama State 9-1-1 Board found additional district distributions after an audit. The distributions are from the last two years in the amounts of \$175,120.08 for 2021 and \$294,853.52 for 2022. The deposits have already been made into our account and we will make changes at the mid-year budget evaluation to account for these funds.

Acting Executive Director Stamnes recommended approval of the revised 2023-2024 Holiday Calendar. As mentioned in last month's meeting, the County Commission did vote to adopt a revised calendar. The change is to the days around the Christmas holiday. The current calendar reflects Friday, December 22nd as one of the observed holiday days and the revised calendar will reflect removing this day and replacing it with December 26th. Commissioner Reeves made a motion to approve the revised holiday calendar, seconded by Commissioner Mitchell, all approved.

Acting Executive Director Stamnes updated the board on the warehouse project. Robert Jackson was able to find the original warehouse plans and asked for an updated quote for the project. They quoted that the project will now cost an additional \$609,892 than originally planned and that quote did not include any basic utility installation. Acting Executive Director Stamnes stated that \$800,000 was originally budgeted for this project so we may need to reevaluate. Chairman R. Hodge asked if we should rebid the project to which Mr. Hartley stated yes, State bid laws require an actual amount and not a floating figure. Commissioner Reeves made a motion to put the warehouse out for bid again with all utility installation included, seconded by Commissioner Hughes. Commissioner McLean asked if the bid announcement needed to be specific to which Chairman R. Hodge answered yes, we need to be very specific on what we want. Commissioner McLean asked for a surveillance system to be included in the specifications due to the amount of equipment that will be housed there. Motion passed.

Acting Executive Director Stamnes referred to Robert Jackson for an update on the Oak Hill tower site project. When the plans were initially submitted to the City of Mobile, they found faults in the plans due to the flood plain and some portions of the compound falling into that area. He stated that he has gone back to the engineers at Neel-Schaffer to discuss adding a retaining wall to the plans. Acting Executive Director Stamnes stated that we would like to rebid the project with the retaining wall included but have it priced separately until it is decided whose responsibility it will be to pay for it. Robert stated that the property is owned by Mobile Infirmary, and they are leasing it to us. Mr. Hartley stated that it seems like Mobile Infirmary wants to part ways with the property and it will be up to us and the City of Mobile to decide who will be responsible for the cost of the retaining wall. Commissioner Reeves made a motion to put the project out for rebid with the retaining wall included, seconded by Commissioner Mitchell, all approved.

Acting Executive Director Stamnes informed the board that we had two employees with milestone years of service. Arnita Jones has been with us for 5 years, but she worked off shift this morning, so she was not present, and Kacee Cravens has reached 1 year of service but she was currently on the call center floor working. They both will receive service pins.


Old Business – No Report

New Business – Chairman R. Hodge stated that the Treasurer position is now vacant as Commissioner Coleman is no longer on the board. Chairman R. Hodge made a motion to appoint Commissioner Mitchell as Treasurer, seconded by Commissioner McLean, all approved.

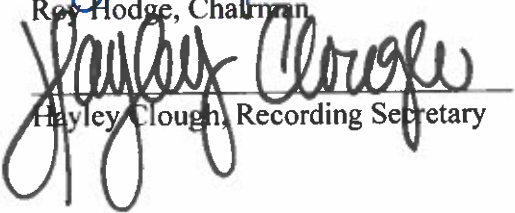
Announcement – Next board meeting to be held November 9, 2023.

Adjournment – Meeting adjourned by 8:19 A.M.

Respectfully Submitted:



Roy Hodge, Chairman



Hayley Clough, Recording Secretary