

**Metro Emergency Operations Center
Special Executive Board – via conference call
December 27, 2019
Minutes**

Present: Jennifer Herrald
Mark Strickland, for Mayor Amy Goodwin
Sheriff Mike Rutherford
Keith Vititoe, for Commissioner Kent Carper
Chuck Boggs

Staff: John Rutherford
Rick McElhaney
Lindsay White
Amy Larch
Joanna Edwards

Guests: Dave Armstrong
Troy Morgan, WCHS

Ms. Herrald called the meeting to order at 10:03 a.m. Roll call was noted.

Approval of Bid for Radio Tower Sites Clearing Project

Dave Armstrong gave a brief overview of the work that was needed at the recently purchased radio tower sites. Armstrong stated that two companies, Spradling Excavating, LLC and K&N Contracting, submitted bids. Armstrong stated that Spradling Excavating, LLC bid \$174,500 and K&N Contracting bid \$89,000. Armstrong stated that Spradling was also made aware that they left a few things out of their bid package and K&N Contracting's bid offer was complete.

Jennifer Herrald asked Dave Armstrong to clarify if the bid from K&N Contracting was complete. Armstrong stated it was. John Rutherford stated that he and Dave Armstrong were familiar with K&N Contracting and felt comfortable with the quality of their work.

Motion was made to approve the bid from K&N Contracting for the radio tower sites clearing project in the amount of \$89,000

Motion: M. Rutherford

Second: Vititoe

The motion carried unanimously.

Dave Armstrong stated that the bid specifies once the proposal is accepted, the contractor has 10 days to begin the work and 45 days to complete it.

Dave Armstrong informed the Board that one of the new generators had been installed at the Cross Lanes tower site and another new one would be installed the next day.

Full-time Employee Cost of Living Increase

Jennifer Herralld stated that the County Commission had recently approved an across the board 1.6% cost of living increase for its employees and it is customary for other county agencies to follow.

Lindsay White stated Metro was requesting that this increase be effective the first pay date in January, which would be January 10, and this would cost Metro approximately \$70,000 annually.

Motion was made to approve a cost of living increase of 1.6% for full-time Metro employees, to be effective the first pay date in January.

Motion: Boggs

Second: Strickland

The motion carried unanimously.

Old Business – John Rutherford reminded the Board that money for the towers came from \$400,000 that Metro contributed, as well as other various sources, and was not solely Metro's money.

New Business – None.

Public Comment – None.

Announcements – Jennifer Herralld stated the next meeting was scheduled for Tuesday, March 24, unless another special meeting was necessary for approving bids.

Dave Armstrong stated Metro would be going out to bid for the next phase of the tower project at the end of January or beginning of February.

Motion was made to adjourn.

Motion: M. Rutherford

Second: Boggs

The motion carried unanimously.

The meeting adjourned at 10:12 a.m.

Respectfully submitted,

