

St. Tammany Fire Protection District No. 1

Board of Commissioners

Regular Meeting Minutes October 21, 2014

The meeting was called to order at 6:02 p.m.

The pledge of allegiance and prayer were given.

Roll Call: Chairman Crowley and Commissioners Risley, Kingston, Brackett and McDonald were present.

AWARDS & RECOGNITION –

- **Theodore Macke-** Retired 33 years
- **Promotions:** Carter Shay (Fire Operator), Chris Frazier (Fire Operator), Jeremy Stewart (Fire Operator) Roy Smith, Jr. (Captain), Nathan Thigpen (Fire Captain), David Pellerin (District Chief), Gary Jones, Sr. (Deputy Chief)

Chief Kaufmann swore in Michael Thiel as Information Technology Specialist

Brian Veron- 5 years of service

AASI recognized Austin Thomas, Kenneth Sanders, Alan Novak, David Darby, Mike Landry, William Moore and Adam Willis for their life saving efforts on July 31, as well as their dedication to the community.

Rene Arcemont spoke on the value of his experience of the Citizen's Fire Academy.

Chief Kaufmann presented the Board with a letter from Ed Ford who attended the Citizen's Academy.

Chief Kaufmann read a letter of thanks and appreciation to Deputy Chief Rhyce for the care he provided to a dog that was involved in a pit bull attack.

Chief Kaufmann read a letter of appreciation from an incident that occurred on August 25 at Oak Harbor Marina (Station 16).

APPROVAL OF MINUTES

Commissioner Brackett made a motion to approve the minutes of the September 16, 2014 meeting. Commissioner McDonald seconded the motion. The motion carried unanimously.

OLD BUSINESS –

- 1.) **Public Discussion- 2014 Proposed Revision-** (no public discussion) - Chief Kaufmann requested that the Board approve the amended budget that was advertised.

2.) Vote on 2014 Revised Budget- (under PMI report)

- 3.) Workshop Dates for 2015 Budget Draft-** Commissioner McDonald stated that he reviewed the 2015 budget with Chief Kaufmann and that the budget was a lot tighter with the money being put where it needed to be. He further stated that he was happy with the budget.

It was determined that there was no a need for workshop; therefore, Chief Kaufmann recommended approval to publish the 2015 budget.

- 4.) Discussion on Radio Project-** Chief Kaufmann stated that we received the revised agreement from the Sheriff's Office, which has a fifteen year projection. He stated that there is more money to be spent; however, the payments are lower over the fifteen year period.

Chief Worchel stated that we are moving forward on this project. While we were originally looking at a plateau of \$135,000/year; however, it is now closer to \$125,000. He further stated that the first payment would be made next year, of \$38,500. Chief Kaufmann stated that we have postponed the funding of this project until future years.

NEW BUSINESS –

A) Chief's Report-

- 1.) Placement of Parcel Fee on Ballot –** Mr. Grant Schlueter stated that the resolution being presented this evening was for the renewal of the Parcel Fee and the election to be held on March 28, 2015. The proposition is to continue to levy the Parcel Fee, at the rate of \$39.00, for an additional ten years, beginning with the year 2016. The estimated amount of collections is \$ 1,189,263. This Resolution makes application to the Bond Commission as well as the Parish Council.

Chief Kaufmann advised that the cost to be placed on the ballot is contingent on how many others are on the ballot (shared cost) and \$5,000 was put in the revised budget to get started on the campaign. Additionally, there is \$45,000 in the 2015 budget for "Election Expenses".

Commissioner Brackett made a motion to adopt Resolution 2014-043, Relating to the Approval to Place on the General Election Ballot the Renewal of the Parcel Fee for District No.1 Commissioner Kingston seconded the motion. The motion carried unanimously.

Commissioner Kingston made a motion to adopt Resolution 2014-041, Relating to the Approval to Levy the Parcel Fee on all Taxable Property Shown on the Assessment Roll for 2014. Commissioner Risley seconded the motion. The motion carried unanimously.

- 2.) Cost Recovery Corp. –** Chief Kaufmann stated that the annual revenues with Cost Recovery Corp. have decreased; however, while at a conference, Chief Worchel met someone, from another company, that offers this type of services. Chief Kaufmann further stated that while there is an increase in the cost, there should be an increase in revenue.

Chief Kaufmann stated that we would like to notify Cost Recovery of our intent not to renew our contract, which will allow us to go out for bids. Chief Worchel stated that the current system is labor intensive on our end. He further stated that the system that he was recently shown pulls the reports from our system and put them into a web portal.

- 3.) **Public Campaign-** Chief Kaufmann advised that the Citizen's Academy was conducted last month which consisted of a vehicle extrication, confined rescue search, Haz Mat simulation and live burn. Chief Kaufmann stated that on October 30, we will have a Fire Prevention demonstration, at Bayou Woods.
- 4.) **Maintenance Report-** Chief Kuhn stated that we took possession of the Haz Mat Special Operations Unit; however, it was sent back to Ferrara to correct some issues.

The following apparatus have extensive repairs to be made:

- E-12- impeller replacement
- Ladder 18 - leaking cylinders

Chief Kuhn stated that Marc has been consistently busy with maintenance.

Commissioner McDonald stated that while we are catching maintenance issues quicker, some of the apparatus is old and there is a good possibility that we will need to replace a few apparatus in the near future.

Chief Kaufmann advised that he intends to surplus the old Haz Mat Unit and well as the oldest Reserve Unit that we have.

- 5.) **General Comments-** Chief Kaufmann advised that Chief Duffaut attended a meeting with the City regarding a mitigation program and there is the possibility of raising some buildings in the Olde Town area. He further stated that we would put Central station on the list for the possibility of obtaining federal funding for the project.

Chief Kaufmann stated that each year, he tries to put Station 18 in service for the holidays; however, we currently have a plan to occupy the temporary housing by Nov.1.

Chief Kaufmann advised that we will pursue land for the relocation of Station 13.

Chief Kaufmann stated that he intends to use the Station 14 plan design (with a few changes) for Station 18, which should expedite the process.

Mr. Ed Ford addressed the Board regarding his experience with the Citizen's Academy.

Commissioner McDonald made a motion to accept the Chief's report. Commissioner Kingston seconded the motion. The motion carried unanimously.

B.) PMI Report

1. Employee Benefits

- a.) **Open Enrollment: Final Census-** Mr. Waniewski stated that the addition of the HMO plan has given a positive adjustment (approx. \$ 50,000) to the budget.

2. Human Resource-

- a.) **2014-039: BOC Resolution (Approve 2014 Revised Budget)**

Commissioner McDonald made a motion to approve Resolution 2014-039, Relating to the Approval of the 2014 Revised Budget for District No.1. Commissioner Brackett seconded the motion. The motion carried unanimously.

b.) 2014-040: BOC Resolution (LWCC Workers Compensation Renewal)

Commissioner Risley made a motion to adopt Resolution 2014-040, Relating to the Renewal of Workers' Compensation Insurance Coverage for District No.1. Commissioner Brackett seconded the motion. The motion carried unanimously.

c.) 2014-041: BOC Resolution (Parcel Fee) – (approved above)

d.) 2014-042: BOC Resolution (CRC Agreement- Termination Notice)

Commissioner McDonald made a motion to adopt Resolution 2014-042, Relating to the Termination of Services with Cost Recovery Corp. for District No.1. Commissioner Risley seconded the motion.

Commissioner Risley inquired as to whether it would be a new software program that we would be implementing. Chief Worchel stated the there are no up-front costs; the vendor gets a portion of what is collected.

The motion carried unanimously.

e.) 2014-043: BOC Resolution (Parcel Fee General Election) – (approved above)

f.) 2014-044: BOC Resolution (Advertise 2015 Budget)

Commissioner McDonald made a motion to adopt Resolution 2014-044, Relating to the Advertisement of the 2015 Budget for District No.1 Commissioner Brackett seconded the motion. The motion carried unanimously.

3. Payroll

4. FRS (Firefighters Retirement System)

5. VFIS Special Risk Insurance & LWCC-

a.) LWCC- Renewal 11/01/2014 (.3% Increase)

b.) LWCC 2015 Projected Budget Savings: \$74,000

Commissioner Risley made a motion to accept the PMI report. Commissioner Brackett seconded the motion. The motion carried unanimously.

C) DiGiovanni & Associates, CPA's, L.L.C- Mr. DiGiovanni discussed the financial report.

Commissioner Brackett made a motion to accept the financial report. Commissioner Risley seconded the motion. The motion carried unanimously.

D) Attorney's Report-

1.) Parcel Fee- (discussed above)

2.) RFP for Hand Tools & Equipment- (Special BOC Meeting Oct. 27)

3.) Airport Rd. Property- Attorney Ingram reported that the Corps of Engineers is no longer requiring a wetlands determination. The next step is to appear before the Parish Council on

10/21/14

November 6 to receive final approval on the rezoning to “Public Facilities”. Additionally, the closing is tentatively scheduled for November 10.

Commissioner McDonald made a motion to accept the Attorney report. Commissioner Kingston seconded the motion. The motion carried unanimously.

Commissioner Brackett made a motion to adjourn. Commissioner Kingston seconded the motion. The motion carried unanimously.

The meeting adjourned at 8:35 p.m.