

St. Tammany Fire Protection District No. 1

Board of Commissioners

Regular Meeting Minutes May 15, 2012

The meeting was called to order at 5:30 p.m.

The pledge of allegiance and prayer were given.

Roll Call: Chairman Kline and Commissioners Rich, Risley, Kingston and Brackett were present.

APPROVAL OF MINUTES-

Commissioner Rich made a motion to approve the minutes of the April 17, 2012 meeting. Commissioner Brackett seconded the motion. The motion carried.

OLD BUSINESS-

Commissioner Kingston made a motion to un-table Resolution 2012-0042, Relating to the Maximum Age for Applicants for Employment for District No.1. Commissioner Risley seconded the motion. The motion carried.
(to be addressed under the PMI report)

NEW BUSINESS -

A) Chief's Report-

- a.) **Years of Service Recognitions-** (postponed until Carolyn arrives)
 - Carolyn Gilmore- 20 years of service
- b.) **To consider and take action with respect to adopting a resolution providing for canvassing the returns and declaring the result of the special election held in Fire Protection District No.1 of the Parish of St. Tammany, State of Louisiana, on Saturday, April 21, 2012, to authorize the renewal of a special tax therein.-**

Chairman Kline read the Resolution into the minutes.

Commissioner Risley made a motion to adopt the Resolution. Commissioner Kingston seconded the motion.

The commissioners were polled:

Kline: yea

Risley: yea

Rich: yea

Kingston: yea

Brackett: yea.

The motion carried.

The following resolution was offered by Theresa Risley and seconded by Kevin Kingston:

RESOLUTION

A resolution providing for canvassing the returns and declaring the result of the special election held in Fire Protection District No. 1 of the Parish of St. Tammany, State of Louisiana, on Saturday, April 21, 2012, to authorize the renewal of a special tax therein.

BE IT RESOLVED by the Board of Commissioners of Fire Protection District No. 1 of the Parish of St. Tammany, State of Louisiana (the "Governing Authority"), acting as the governing authority of Fire Protection District No. 1 of the Parish of St. Tammany, State of Louisiana (the "District"), that:

SECTION 1. Canvass. This Governing Authority does now proceed in open and public session to examine the official tabulations of votes cast at the special election held in Fire Protection District No. 1 of the Parish of St. Tammany, State of Louisiana, (the "District"), on SATURDAY, APRIL 21, 2012, to authorize the renewal of a special tax therein, and said Governing Authority does further proceed to examine and canvass the returns and declare the result of the special election.

SECTION 2. Proces Verbal. A *Proces Verbal* of the canvass of the returns of said election shall be made and a certified copy thereof shall be forwarded to the Secretary of State, Baton Rouge, Louisiana, who shall record the same in his office; another certified copy thereof shall be forwarded to the Clerk of Court and *Ex-Officio* Recorder of Mortgages in and for the Parish of St. Tammany, who shall record the same in the Mortgage Records of said Parish; and another copy thereof shall be retained in the archives of this Governing Authority.

SECTION 3. Promulgation of Election Result. The result of said election shall be promulgated by publication in the manner provided by law.

This resolution having been submitted to a vote, the vote thereon was as follows:

	Yeas	Nays	Absent	Abstaining
Calvin Kline	<u> x </u>	_____	_____	_____
Theresa Risley	<u> x </u>	_____	_____	_____
Michael Rich	<u> x </u>	_____	_____	_____
Kevin Kingston	<u> x </u>	_____	_____	_____
Troy Brackett	<u> x </u>	_____	_____	_____

And the resolution was declared adopted on this, the 15th day of May, 2012.

/s/ Cheryl Gross
Secretary

/s/ Calvin Kline
Chairman

PROCES VERBAL AND PROCLAMATION OF THE CANVASS OF THE VOTES CAST AT THE SPECIAL ELECTION HELD IN FIRE PROTECTION DISTRICT NO. 1 OF THE PARISH OF ST. TAMMANY, STATE OF LOUISIANA, ON SATURDAY, APRIL 21, 2012.

BE IT KNOWN AND REMEMBERED that on Tuesday, May 15, 2012, at five-thirty o'clock (5:30) p.m., at its regular meeting place, the Towers Building, 520 Old Spanish Trail, Slidell, Louisiana, the Board of Commissioners of Fire Protection District No. 1 of the Parish of St. Tammany, State of Louisiana (the "Governing Authority"), acting as the governing authority of Fire Protection District No. 1 of the Parish of St. Tammany, State of Louisiana (the "District"), and being the authority ordering the special election held therein on Saturday, April 21, 2012, with the following members present:

Kline, Risley, Rich, Kingston and Brackett

There being absent: None

did, in open and public session, examine the official certified tabulations of votes cast at the said election, and did examine and canvass the returns of the said election, there having been submitted at said election the following proposition, to wit:

PROPOSITION (TAX RENEWAL)

Summary: 10 year, 35 mills tax renewal for the purpose of acquiring, constructing, improving, maintaining and/or operating facilities and equipment to provide fire protection and emergency medical services in and for Fire Protection District No. 1, including the purchase of fire trucks and other fire fighting and emergency equipment and payment of all related personnel costs, and to pay the cost of obtaining water for fire protection purposes, including hydrant rentals and service.

Shall Fire Protection District No. 1, St. Tammany Parish, Louisiana (the "District"), continue to levy a thirty-five (35) mills tax on all the property subject to taxation in the District (an estimated \$13,805,400 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of ten (10) years, beginning with the year 2013 and ending with the year 2022, for the purpose of acquiring, constructing, improving, maintaining and/or operating facilities and equipment to provide fire protection and emergency medical services in and for the District, including the purchase of fire trucks and other fire fighting and emergency equipment and payment of all related personnel costs, and to pay the cost of obtaining water for fire protection purposes, including hydrant rentals and service?

There was found by said count and canvass that the following votes had been cast at the said special election **IN FAVOR OF** and **AGAINST**, respectively, the proposition as hereinabove set forth at the following polling places, to-wit:

POLLING PLACES		VOTE TABULATION	
Precinct	Location	FOR	AGAINST

POLLING PLACES		VOTE TABULATION	
Precinct	Location	FOR	AGAINST
603	(IN PART) Rec. District #7 Community Center, 67835 Hwy. 41, Pearl River	2	0
607	(IN PART) St. Tammany Animal Services Office, 31078 Hwy. 36, Lacombe	1	1
702	(IN PART) Bayou Lacombe Middle, 27527 St. Joseph Street, Lacombe	0	0
705	(IN PART) Bayou Woods Elementary School, 35614 Liberty Drive, Slidell	42	9
706	(IN PART) Bayou Lacombe Middle, 27527 St. Joseph Street, Lacombe	25	5
801	(IN PART) St. Tammany Parish Levee Board Bldg., 61134 Hwy. 1090, Slidell	130	53
802	Clearwood Jr. High School, 130 Clearwood Drive, Slidell	114	10
803	Clearwood Jr. High School, 130 Clearwood Drive, Slidell	121	26
804	(IN PART) St. Tammany Parish Levee Board Bldg., 61134 Hwy. 1090, Slidell	88	17
805	Little Oak Elementary School, 59241 Rebel Drive, Slidell	106	16
806	Grace Memorial Baptist Church, 58516 Pearl Acres Road, Slidell	115	22
807	Cypress Cove Elementary School, 540 S. Military Road, Slidell	120	19
808	Honey Island Elementary School, 500 S. Military Road, Slidell	105	29
809	Northshore High School, 100 Panther Drive, Slidell	43	14
810	Honey Island Elementary School, 500 S. Military Road, Slidell	91	13
811	Boyet Jr. High School, 59295 Rebel Drive, Slidell	83	14
812	Boyet Jr. High School, 59295 Rebel Drive, Slidell	137	10
813	Northshore High School, 100 Panther Drive, Slidell	50	17
814	Northshore High School, 100 Panther Drive, Slidell	60	8
815	(IN PART) Whispering Forest Elementary School, 38374 Spiehler Road, Slidell	34	3
816	Grace Memorial Baptist Church, 58516 Pearl Acres Road, Slidell	51	24
817	Cypress Cove Elementary School, 540 S. Military Road, Slidell	143	54
901	Northshore Square Mall, 150 Northshore Blvd., Slidell	50	14
902	(IN PART) Alton Elementary School, 38276 N. 5 th Street, Slidell	21	12
903	(IN PART) Pearl River High School, 39110 Rebel Lane, Pearl River	8	1
904	Carolyn Park Middle School, 35708 Liberty Drive, Slidell	74	20
905	Bayou Woods Elementary School, 35614 Liberty Drive, Slidell	49	11
906	Bayou Woods Elementary School, 35614 Liberty Drive, Slidell	49	18

POLLING PLACES		VOTE TABULATION	
Precinct	Location	FOR	AGAINST
907	Carolyn Park Middle School, 35708 Liberty Drive, Slidell	22	4
908	Bayou Woods Elementary School, 35614 Liberty Drive, Slidell	21	2
909	Salmen High School, 300 Spartan Drive, Slidell	34	29
910	Salmen High School, 300 Spartan Drive, Slidell	73	25
911	Salmen High School, 300 Spartan Drive, Slidell	53	23
912	Bayou Woods Elementary School, 35614 Liberty Drive, Slidell	20	6
913	Northshore Square Mall, 150 Northshore Blvd., Slidell	75	5
914	(IN PART) Alton Elementary School, 38276 N. 5 th Street, Slidell	31	4
915	Northshore Square Mall, 150 Northshore Blvd., Slidell	86	24
916	Carolyn Park Middle School, 35708 Liberty Drive, Slidell	27	5
917	Bayou Woods Elementary School, 35614 Liberty Drive, Slidell	33	10
918	Honey Island Elementary School, 500 S. Military Road, Slidell	1	5
921	Abney Elementary School, 825 Kostmayer Street, Slidell	29	34
S01	John Slidell Park Gymnasium, 105 Robert Blvd., Slidell	151	35
S02	Slidell High School, 1 Tiger Drive, Slidell	72	9
S03	Slidell High School, 1 Tiger Drive, Slidell	116	12
S04	Bonne Ecole Elementary School, 900 Rue Verand, Slidell	76	9
S05	John Slidell Park Gymnasium, 105 Robert Blvd., Slidell	178	36
S06	Carolyn Park Middle School, 35708 Liberty Drive, Slidell	76	18
S07	Bayou Woods Elementary School, 35614 Liberty Drive, Slidell	43	16
S08	Bonne Ecole Elementary School, 900 Rue Verand, Slidell	93	22
S09	Bonne Ecole Elementary School, 900 Rue Verand, Slidell	97	17
S10	Slidell Jr. High School, 333 Pennsylvania Avenue, Slidell	130	24
S11	Slidell Jr. High School, 333 Pennsylvania Avenue, Slidell	64	14
S12	St. Tammany Jr. High School, 701 Cleveland Avenue, Slidell	17	0
S13	St. Tammany Jr. High School, 701 Cleveland Avenue, Slidell	21	7
S15	Salmen High School, 300 Spartan Drive, Slidell	35	14
S16	Abney Elementary School, 825 Kostmayer Street, Slidell	76	16
S17	Salmen High School, 300 Spartan Drive, Slidell	124	41
S18	Abney Elementary School, 825 Kostmayer Street, Slidell	12	4
S19	Slidell High School, 1 Tiger Drive, Slidell	23	2
S21	Northshore High School, 100 Panther Drive, Slidell	34	4

POLLING PLACES		VOTE TABULATION	
Precinct	Location	FOR	AGAINST
S22	Abney Elementary School, 825 Kostmayer Street, Slidell	43	18
S23	Slidell Jr. High School, 333 Pennsylvania Avenue, Slidell	35	7
S24	St. Tammany Jr. High School, 701 Cleveland Avenue, Slidell	27	8
S25	St. Tammany Jr. High School, 701 Cleveland Avenue, Slidell	39	12
ABSENTEE		455	117
TOTALS		4,454	1,078
MAJORITY FOR		3,376	

The polling places above specified being the only polling places designated at which to hold the said election, it was therefore shown that there was a total of **4,454** votes cast **IN FAVOR OF** the Proposition and a total of **1,078** votes cast **AGAINST** the Proposition, as hereinabove set forth, and that there was a majority of **3,376** votes cast **IN FAVOR OF** the Proposition as hereinabove set forth.

Therefore, the Governing Authority did declare and proclaim and does hereby declare and proclaim in open and public session that the Proposition as hereinabove set forth was duly **CARRIED** by a majority of the votes cast by the qualified electors voting at the said special election held in the District on Saturday, April 21, 2012.

THUS DONE AND SIGNED at Slidell, Louisiana, on this, the 15th day of May, 2012.

ATTEST:

/s/ Calvin Kline

Chairman

/s/ Cheryl Gross

Secretary

PROCLAMATION

I, the undersigned Chairman of the Board of Commissioners of Fire Protection District No. 1 of the Parish of St. Tammany, State of Louisiana, the governing authority of Fire Protection District No. 1 of the Parish of St. Tammany, State of Louisiana (the "District"), do hereby declare, proclaim and announce that the proposition submitted at the special election held in the District on Saturday, April 21, 2012, was **CARRIED** by a majority of the votes cast at the said special election, all as described and set out in the above *Proces Verbal*.

THUS DONE AND SIGNED at Slidell, Louisiana, on this, the 15th day of May, 2012.

/s/ Calvin Kline

Chairman

c.) 2011 Audit Compliance Questionnaire

Commissioner Rich made a motion to approve the 2011 Audit Compliance Questionnaire. Commissioner Brackett seconded the motion.

Commissioner Risley inquired into how long we have used these auditors. Mr. Waniewski stated that this is our fourth year with them. Commissioner Risley inquired as to whether this is typical. Mr. DiGiovanni stated that there are pros and cons to staying with the same firm.

The motion carried.

- d.) Reconsideration of Health Insurance offset-** Chief Hess stated that when confecting the 2012 budget, the health insurance increases were passed down to the employees. He requested consideration to use the money that the department received from the LWCC Dividend check to offset the increases that were passed to the employees.

Commissioner Kingston inquired as to the closeness between the LWCC check and the increase that was passed to the employees. Mr. Waniewski stated that there was approximately a \$1,500.00 difference.

Commissioner Risley inquired into what the refund was used for last year. Chief Hess stated that it went into the "General Fund".

Mr. Waniewski clarified that this is on a "go forward" basis, not retro back to October.

Chief Kaufman discussed the current utilization rates and the possibility for either a reduced premium or no increase in the renewal rates.

Commissioner Rich made a motion to use the LWCC refund on the employer contribution portion of the health insurance increase, starting June 1, 2012 and ending September 30, 2012 (cost would be between \$12,000 and \$15,000.) Commissioner Kingston seconded the motion.

Mr. Fred McDonald stated that during the budget process, there was lots of concern as a result of not rolling the millage up; 2012 would be a tight year, and we would be in the hole in 2013. He stated that he feels that when there is an opportunity for more money than anticipated, we should spend it on items we didn't think we'd have money for (i.e. LUCAS device or Air pack). He further stated that he is aware that the employees have never had to pay the premium increases; however, although increases are tough, a decision was made that the employees would pick up the increase.

Mr. McDonald also stated that a recommendation to fund the increase was brought before the board and he inquired as to whether a Resolution should have been presented to the Board; instead of making the Resolution at the Board meeting, due to designating money to something and not having the exact amount associated.

Chief Hess stated that he makes daily decisions with regards to human resource elements. He also stated that he needs to prioritize the things he is seeking to do, and this does not make a material difference on the ability to increase, or continue, to deliver the safety profile to the citizens we serve; however, it does affect the employees.

Commissioner Kingston addressed Mr. McDonald to clarify that we received \$40,000 in excess of what was anticipated and the cost to pick up the increase is \$12,000- \$15,000; some money will be going back into the general fund.

Mr. Waniewski briefly discussed the way he came to his mathematical figures and the plan variances and stated that the Resolution could read, “not to exceed \$15,000”, and if the calculation exceeded \$15,000 from the June effective date, it could take effect in July.

Deputy Chief Kuhn inquired about the benefit distribution based on the different plan options that were offered. Mr. Waniewski stated that the district formally recognized “Alternative 1” as the baseline coverage at the renewal; therefore, the increase was based on “Alternative 1”.

Commissioner Kingston made a motion to amend the Resolution to reflect, “not to exceed \$15,000.” Commissioner Risley seconded the motion.

Mr. Reardon inquired as to whether the Resolution should include that the balance from the \$15,000 should be placed back in the “General Fund”. It was explained that it automatically would be.

Captain Lemoine inquired as to who would be receiving rebates. Chairman Kline stated that no one would be receiving a rebate, it was a contribution reduction, going forward.

The motion carried.

Chief Hess recognized Carolyn Gilmore for her 20 years of service.

- e.) Selection of BOC Vice Chairman-** Chief Hess stated that since Commissioner Davis acted as Vice-Chairman, and was recently replaced, there was a vacancy in this position.

Chairman Kline asked Commissioner Rich if he would be interested in serving as Vice-Chairman, and he stated that he would be; however his term expires in December and is unsure if he will be reappointed.

Commissioner Risley inquired about whether the Acting Chairman is able to vote. Attorney Troy Ingram stated that the Acting Chairman does not vote unless it is to break a tie.

This item was tabled.

- f.) 2012 Budget Amendment-** Chief Hess stated that there are areas of the 2012 budget that will need to be amended and he will work on these amendments to present to the Board.

- g.) Surplus Hose-** Chief Hess stated that we have some hose that has failed testing, lost couplings, etc., and that we no longer repair hose. Chief Kaufmann had a list of the inventoried hose for surplus and removal from inventory. Chief Kaufmann stated that we have already replaced this hose, with 5” hose and are not going to be selling the surplus hose.

Commissioner Brackett made a motion to surplus the hose, not for resale, as identified by Administration. Commissioner Kingston seconded the motion.

Commissioner Risley asked Chief Hess if he had any projected dates for the budget workshop. Chief Hess stated that as this usually takes place in July, he will send out an e-mail, with a couple Saturday’s in July, to check Commissioner availability. After discussion, Chief Hess agreed to send the e-mail to see if July 21st or 28th worked best.

Commissioner Kingston made a motion to accept the Chief’s report. Commissioner Risley seconded the motion. The motion carried.

B) PMI Report-

1. Employee Benefits

- a.) **Loss History Review-** 72% loss ratio
- b.) **Ancillary Benefit Review**

2. Human Resource

- a.) **2011-008: BOC Resolution (Referred to Civil Service (OSE))**
- b.) **2011-009: BOC Resolution (Referred to Civil Service (OSE))**
- c.) **2012-004: BOC Resolution (Maximum Age for Applicants)-** This maximum age requirement of 36, recommended from the Office of the State Examiner, is for general health and safety.

Commissioner Risley made a motion to adopt Resolution 2012-004, Relating to the Maximum Age for Applicants for Employment for Fire No. 1. Commissioner Kingston seconded the motion. The motion carried.

- d.) **2012-008: BOC Resolution (Adopting Results of Millage Vote Renewal)**

3. Payroll

4. FRS (Firefighters Retirement System)

- a.) **FRS Back Pay Audit- Pay off balance (Outstanding)**
- b.) **FRS 2006- Outstanding Audit Acknowledgement (Filed as not in agreement with FRS determination)**
- c.) **FRS Recommended 2012-2013 Contribution Rate: 24%**

Commissioner Rich inquired about what wages the FRS contributions were applied to. Mr. Waniewski explained that FRS contributions are not applied to vacation buy-backs and hours outside of normal duty.

Commissioner Risley inquired about the “Fire Watch” line item in the wages. Acting Chief of Prevention Duffaut explained that facilities with sprinkler systems that are required to be active at all times are required to have a fire watch if the system goes down. There is an active list of employees who signed up for fire watches and they are paid by the facility.

Chief Hess stated that when contractors, etc. have a big burn, we go out in a Reserve truck to monitor and make sure nothing gets out of control.

Inspector Joffrion stated that also, when on fire inspections of large assemblies, if there is a scenario that Fire Prevention can't approve, based on a code and what the business is trying to accomplish, they have approval and jurisdiction to assign additional safety procedures, such as a fire watch (at the facilities expense).

5. VFIS Special Risk Insurance & LWCC

- a.) **VFIS- 2012 Policy- Coverage Bond**

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

C) DiGiovanni & Associates, CPA's, L.L.C-

Mr. DiGiovanni discussed the financial report.

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

D) Attorney's Report-

- a.) **CVS Contract-** (nothing to report)

Attorney Troy Ingram reported that it was requested that he sent a letter to Ms. Core requesting a refund on the amount expended to put the parcel fee on the ballot (approx. \$63,000). He faxed a letter to her and has not received a response as to whether or not they intend to reimburse us for that expenditure.

Chief Hess stated that when we receive a Grand Re-cap, we get a net amount which shows what is taken out to go towards other retirement systems. He further stated that the deduction was taken twice, in the same calendar year (approximately \$437,000). Chief Hess stated that he was told the deduction would not come out for next year; however, Chief Hess would rather get the money back this year and have the deduction taken out next year.

Mr. DiGiovanni inquired about receiving a bill for the recent election. Chief Hess stated that it was his understanding that the School Board paid the bill. Commissioner Risley requested that we get this in writing.

Commissioner Kingston inquired about if we have plans for the money in the event that we get it back. Chief Hess stated that we do not.

Commissioner Risley made a motion to accept the Attorney's report. Commissioner Rich seconded the motion. The motion carried.

Commissioner Risley welcomed Commissioner Brackett.

Commissioner Risley inquired, with regards to the PIAL audit, as to whether we have any idea as to what our points are going to be. Chief Hess stated that he feels that Territory B will go from a 4 to a 3, and Territory A would remain a 3; however it would better positioned due to currently being 2 points from a 4.

Commissioner Kingston inquired into the territories being consolidated if they are both a 3. Chief Hess stated that he would like to consolidate them, but would have to make sure it was a solid 3. He also stated that we will be tying in some water systems and feels that this is more of a reason to consolidate.

Additionally, Chief Hess stated that some of the firehouses need to be resituated and would approach the Board, in the future, regarding the funding for this.

Mr. Fred McDonald stated that if Area A has 77 points, and Area B has 72, if combined, it would average 75 points; which would make a lot more work over the next four years to get a 2 rating. He then stated that Area A could possibly become a 2, and Area B a solid 3, if not combined (over a four year period). Chief Hess stated that from a leadership stand point, he would like to see it all be the same; as he feels it is a disadvantage to a lot of the citizens.

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

The meeting adjourned at 6:44 p.m.