

# **St. Tammany Fire Protection District No. 1**

## **Board of Commissioners**

### **Regular Meeting**

### **Minutes**

**October 20, 2009**

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

The pledge of allegiance and prayer were given.

Roll Call: Acting Chairman Davis and Commissioners Rich, and Kingston were present.

Chairman Kline was absent.

Commissioner Risley arrived at 6:25

### **APPROVAL OF MINUTES**

### **OLD BUSINESS**

*Commissioner Kingston made a motion to suspend the rules to move the agenda. Commissioner Rich seconded the motion. The motion carried.*

### **NEW BUSINESS**

#### **1.) Chief's Report-**

Chief Hess reminded the BOC of the departmental picnic on Sunday, October 25 from 12:00- 5:00, at Fritchie Park.

- a. **Presentation-** Chief Hess discussed the recent positive public profile that the department has been receiving. This is in part to the alliance formed with James Hartman of Hartman and Associates. Mr. Hartman introduced himself and explained that he was engaged to work on free press exposure and work with administration to develop better messaging on issues that have plagued the department.
- b. **Fund transfer for Professional Services-** Chief Hess stated that the contract with Hartman and Assoc. is \$2,500.00/mth., plus any expenses that may arise. He requested that \$7,500.00 be transferred into the "Professional Services" budget line.

Acting Chairman Davis agrees with the transfer to cover 3 months, but requested the scope of work that Hartman and Associates will be doing. It was also discussed that expenses should not exceed \$7,500.00 for the remainder of the year.

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

#### **B) PMI Report**

##### **1. Employee Benefits**

- a) **Humana-** Benefit effective 10/1/09

##### **2. Human Resources-**

- a) **NCCI Experience Modifier Audit-** still ongoing
- b) **2009-015: BOC Resolution (Millage Roll Back "A" and Roll Forward "B") -** approved (8/18/09) Recordkeeping
- c) **2009-016: BOC Resolution (Donation of Land) -** approved 8/18/09
- d) **2009-017: BOC Resolution (Humana) -** approved 9/8/09

- e) **2009-018: BOC Resolution (EE Withholding) - approved 9/8/09**
- f) **2009-019: BOC Resolution (Expense Fund) - approved 9/8/09**
- g) **2009-020: BOC Resolution (Longevity Offset (Chief Hess)- Chief Hess stated that this resolution was necessitated due to the Civil Service mandate of a 2% annual increase.**

Commissioner Rich inquired into the reasons for this resolution. Chief Hess stated that if we try to improve our image with the public, he feels there is a leadership issue at hand. He feels, as a community leader, that it is incumbent on him to show the community his seriousness on things we have been criticized for. Beginning next year, he will also leave his department vehicle at a fire station. Chief Hess hopes this will set a pattern for other agency leaders to recognize that they have to do things that are "extraordinary" to help people understand that it's not all about taking money.

***Commissioner Rich made a motion to accept Resolution 2009-020. Commissioner Kingston seconded the motion. The motion carried.***

- h) **2009-021: BOC Resolution (Reclassification of Merit Pay(s))**

***Commissioner Kingston made a motion to accept Resolution 2009-021. Commissioner Rich seconded the motion. The motion carried.***

- i) **2009-022: BOC Resolution (LWCC Wk Comp Renewal)**

***Commissioner Rich made a motion to accept Resolution 2009-022. Commissioner Kingston seconded the motion. The motion carried.***

- j) **2009-023: BOC Resolution (Adoption of 2009 Revised Budget)**

***Commissioner Rich made a motion to accept Resolution 2009-023. Commissioner Kingston seconded the motion. The motion carried.***

- k) **2009-024: BOC Resolution (PR Consulting Firm- engagement)**

- l) **2009-025: BOC Resolution (Retiree- Benefit Termination Age 65)**

***Commissioner Rich made a motion to accept Resolution 2009-025. Commissioner Kingston seconded the motion. The motion carried.***

- m) **2009-026: BOC Resolution ("In the Line of Duty" Disability/ Benefit Continuation) - There was additional discussion.**

***Commissioner Rich made a motion to accept Resolution 2009-026. Commissioner Kingston seconded the motion carried.***

- n) **2009-027: BOC Resolution (New Hires Requirements- TB and Hepatitis) Amend to 2004-023**

***Commissioner Kingston made a motion to accept Resolution 2009-027. Commissioner Rich seconded the motion. The motion carried.***

- o) 2009-028: BOC Resolution (Public Meetings- broadcast & tape via Polycom system) - not discussed
- 3. Payroll
  - a) 2010 "Zero" Balance Budget
- 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) Response: FRS letter 01/15/08- 17.2% Valuation v. 900K payment
  - d) 2010 FRS Employer Contribution Rate-
- 5. VFIS Special Risk Insurance & LWCC
  - a) LWCC- Increase in open reserves (2 claimants)

***Commissioner Kingston 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 statement.

Mr. DiGiovanni requested a motion to transfer \$800,000 from the debt service fund to fund the 2010 Operating budget.

***Commissioner Kingston made a motion to approve the transfer of funds. Commissioner Rich seconded the motion. The motion carried.***

There was discussion on the parcel fee billing, which Assessor Core has requested approximately \$85,000.00 for the parcel fee collection. An issue, as to whether or not we would be able to engage someone else to do this in a timely manner, had arisen. Chief Hess stated that Assessor Core has verbally indicated that she will not collect this for us. He requested Board recognition to fund, or not fund, up to \$85,000.00 for some agency to collect this.

Attorney Troy Ingram stated that he met with Jay Trainer and Shawn McManus, from the St. Tammany Parish Sheriff's Office, and they were unable to give a price. It is a question of whether or not we can get the data, from Assessor Core, segregated out for ad valorem taxes and other fees. It has been suggested that we serve a public records request that she provide this information to us, in the specific form that the Sheriff's Office could use. We are exploring other options and would like to mediate to avoid litigation. Chief Hess said that money will still need to be allocated to fund this, not to exceed \$85,000.00

***Commissioner Kingston made a motion to accept up to 7% of parcel fee collections. Commissioner Rich seconded the motion. The motion carried.***

***Commissioner Rich made a motion to approve the financial report. Commissioner Kingston seconded the motion. The motion carried.***

***Commissioner Kingston made a motion to approve the August 18, 2009 minutes. Commissioner Rich seconded the motion. The motion carried.***

Mr. Hartman stated that he is currently working with us on legislative issues, with regards to Assessor Core, to prohibit this from happening again. He also stated that he will continue to work with administration to bring additional public pressure on her to do her job.

Attorney Troy Ingram stated that on the Assessor's website, it states that if your house has Chinese Drywall, she would reduce your tax base by 90%, but certification is required.

- D) ATTORNEY'S REPORT-** Attorney Troy Ingram stated that we will have to do some ratifications of the prior vote on August 18, 2009. After that is done, we will send the documents to Paulette Jackson to review. He stated that a motion would be needed to roll back to 27.04 mills; we must then roll forward from 27.04 mills to 31 mills.

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

*Commissioner Risley made a motion to suspend the rules and go back to "Old Business". Commissioner Kingston seconded the motion. The motion carried.*

*Commissioner Rich made a motion to roll back to 27.04 mills. Commissioner Risley seconded the motion. The motion carried.*

*Commissioner Rich made a motion to ratify the vote of August 18, 2009 roll forward 27.04 mills to 31 mills. Commissioner Risley seconded the motion.*

*The roll call is as follows:*

*Risley: Yea  
Kingston: Yea  
Rich: Yea  
Davis: Yea*

*The motion was unanimous.*

*Commissioner Rich made a motion to adjourn the meeting. Commissioner Kingston seconded the motion. The motion carried. The meeting adjourned at 6:39 pm.*