

St. Tammany Fire Protection District No. 1

Board of Commissioners

Regular Meeting Minutes January 17, 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, Davis, Risley and Kingston were present.

APPROVAL OF MINUTES-

Commissioner Rich made a motion to approve the minutes of the December 20, 2011 meeting. Commissioner Risley seconded the motion. The motion carried.

OLD BUSINESS- (none)

NEW BUSINESS -

A) Chief's Report-

- a.) **Firefighter of the Year-** Chief Hess recognized Fire Prevention Office Erik Kreppein as 2011 Firefighter of the Year.
- b.) **Years of Service Recognitions-** (none)

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

B) PMI Report-

- 1. **Employee Benefits**
 - a.) **Section 125 Cafeteria Plan Enrollments**
 - 1. **2012 POP & FSA Enrollment-** Completed
- 2. **Human Resource**
 - a.) **2011-008: BOC Resolution (Referred to Civil Service (OSE))**
 - b.) **2011-009: BOC Resolution (Referred to Civil Service (OSE))**
 - c.) **2011-036: BOC Resolution (Acceptance of Hartford Bid- relocate Station 17)**
 - d.) **2011-037: BOC Resolution (FP 2011-034 re-numbered to 2011-037)**

Commissioner Rich made a motion to adopt Resolution 2011-037, Relating to the Staffing of Fire Prevention for District #1. Commissioner Kingston seconded the motion. The motion carried.

- 3. **Payroll**
 - a.) **2011 W-2 released**
- 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%**
- 5. **VFIS Special Risk Insurance & LWCC**
 - a.) **VFIS- 2012 Renewal Questionnaire**

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

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

Chief Hess discussed the retrospective look at 2011 and stated that this will show operationally, and financially, how we have performed. This can be used as our "campaign" for the upcoming millage renewal. Chief Hess stated that the 4-year spending increase rate, from 2008-2011, is approximately 1.5% per year for actual expenses. Chief Hess further stated that during that 4-year period, the Fire District was mandated to pay the 2% Cost of Living Adjustment, an increase of 16.1% in all insurances (not a state mandate), and a state mandated increase of 24.4% to FRS. This 1.5% spending increase took place, all while reducing revenues by 14.3% per year.

Mr. DiGiovanni discussed the financial report.

Mr. DiGiovanni stated that in the leadership meeting there was discussion on a resolution to un-restrict all parcel fees and put these funds in the "General Fund"; as it is no longer needed in the "Debt Service Fund".

Commissioner Rich inquired as to whether we can use the "Parcel Fee" money outside of "Debt Service". Chief Hess stated that the spending of the parcel fee money was targeted at operations and capital improvements.

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

D) Attorney's Report- Attorney Troy Ingram stated that he is continuing to revise the purchase agreement for Station 17.

Chief Hess stated that he had provided the Board with the PIAL preparatory work that needs to be done for the upcoming insurance rating.

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

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

The meeting adjourned at 6:03 p.m.