

# St. Tammany Fire Protection District No. 1

## Board of Commissioners

### Regular Meeting Minutes February 28, 2012

The meeting was called to order at 5:37 p.m.

The pledge of allegiance and prayer were given.

Roll Call: Chairman Kline and Commissioners Rich, Davis, and Risley were present.  
Commissioner Kingston arrived at 5:43.

#### APPROVAL OF MINUTES-

*Commissioner Davis made a motion to approve the minutes of the January 17, 2012 meeting. Commissioner Risley seconded the motion. The motion carried.*

#### OLD BUSINESS- (none)

#### NEW BUSINESS -

##### A) Chief's Report-

- a.) **Years of Service Recognitions-** (none)
- b.) **Surplus Equipment:**

- **Reserve Engine 4- VIN 4P1CT02D6N000100-** Chief Hess requested that this apparatus be donated to Fort Pike Volunteer Fire Dept. Fire Chief Wayne Gagliano and Asst. Chief Chuck Schmalz were present, from Fort Pike, and addressed the Board stating that they currently do not have any engines and their rating just went up, from a 2 to a 10. They appreciate the consideration of the donation of this truck.
- **Reserve Rescue Unit- VIN 1GBG6H1J6MJ108680**
- **Reserve Water Tanker- VIN 1FDYU90X9LVA20081**
- **1998 Dodge Pick-up- VIN 3B7HC13YXWG214337**

Chief Hess stated that the remaining equipment will be advertised, for public bid.

*Commissioner Davis made a motion to adopt Resolution 2012-003, Relating to the Surplus of Inactive Equipment. Commissioner Rich seconded the motion. The motion carried.*

*Commissioner Kingston made a motion to donate Reserve Engine 4 to Fort Pike Volunteer Fire Department. Commissioner Risley seconded the motion. The motion carried.*

- c.) **2011 Audit Proposal-** Mr. DiGiovanni stated that the engagement letter was given to the Board for their approval.

*Commissioner Risley made a motion to adopt Resolution 2012-002, Relating to the Approval of the 2011 Audit Bid for District No.1. Commissioner Davis seconded the motion. The motion carried.*

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

##### B) PMI Report-

#### 1. Employee Benefits

**2. Human Resource**

- a.) **2011-008: BOC Resolution (Referred to Civil Service (OSE))**
- b.) **2011-009: BOC Resolution (Referred to Civil Service (OSE))**
- c.) **2012-001: BOC Resolution (Un Restrict Parcel Fee Funds)**

*Commissioner Rich made a motion to adopt Resolution 2012-001, Relating to the Approval to Un Restrict Parcel Fee Funds for the 2012 Budget for District No.1. Commissioner Davis seconded the motion. The motion carried.*

- d.) **2012-002: BOC Resolution (2011 Annual Audit)**
- e.) **2012-003: BOC Resolution (Surplus Equipment)**
- f.) **2012-004: BOC Resolution (Maximum Age for Applicants)-** tabled from Leadership meeting

**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%**

**5. VFIS Special Risk Insurance & LWCC**

- a.) **VFIS- 2012 Renewal Questionnaire- Released to VFIS**

*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 report.

Chief Hess, with regards to "Equipment/ Vehicle Maintenance" stated that we have had two blown engines this year; despite doing the annual preventive maintenance and factory recommended services. Mr. Fred McDonald inquired as to what has caused these engines to blow, and Chief Hess stated that one may be a factory defect.

Mr. McDonald requested that the minutes and PMI agenda be posted with the agenda. Chief Kaufmann stated that we will do that; however, the additional items are "proposed" to be voted on at the Board meeting.

*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 a tentative meeting, with First Hartford, has been scheduled, to work out the details on the exchange agreement for Station 17.

*Executive Session- Threatened litigation by Louis Robein for action taken allegedly affecting members of the Fire Prevention Bureau.*

*Commissioner Davis made a motion to go into Executive Session. Commissioner Kingston seconded the motion.*

*Executive Session convened at 6:06 p.m.*

*The meeting reconvened at 6:35 p.m.*

Chairman Kline stated that the Board would not take any action based on the Executive Session.

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*Commissioner Davis made a motion to adjourn. Commissioner Kingston seconded the motion. The motion carried.  
The meeting adjourned at 6:37 p.m.*