

St. Tammany Fire Protection District No. 1

Board of Commissioners

Regular Meeting Minutes October 18, 2011

The meeting was called to order at 5:35 p.m.

The pledge of allegiance and prayer were given.

Roll Call: Acting Chairman Davis and Commissioners Rich, Davis, and Kingston were present. Chairman Kline and Commissioner Risley were absent.

APPROVAL OF MINUTES-

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

OLD BUSINESS- (none)

NEW BUSINESS -

A) Chief's Report-

a.) RFP- Proposed CVS Property-

- Linfield, Hunter, Junius, Inc. (Stephen Braquet) - First Hartford Realty Corp.

Commissioner Kingston made a motion to accept the bids with legal and expert review, as well as a follow-up executive summary for the Board. Commissioner Rich seconded the motion. The motion carried.

b.) Years of Service Recognitions-

- Deputy Chief Macke- 30 yrs. of service

c.) Proposed 2012 Budget- Chief Hess stated that the changes were made, based on the recommendations at the October 12 budget workshop. He presented the new budget, as well as a Resolution to accept, for posting and advertising, for 30 days.

Chief Hess briefly discussed the below budget revisions for Commissioner Kingston, who was unable to attend the Budget Workshop:

- Reconsideration of funding for the LUCAS device(s)
- Reconsideration of a Cascade System (fund partially)
- Revision of tax revenues
- Funding to rehire vacated positions
- Reorganize the Fire Prevention Bureau through attrition
- Removal of the Polycom maintenance contract
- Elimination of the fitness program
- Removal of website upgrades

Chief Hess recommended that the Commissioners review the proposed budget and accept it for publication. Chief Hess confirmed Commissioner Kingston's inquiry regarding

changes that may be made to the posted budget and if that happens, it will have to be re-advertised; however, we will need a budget by the end of December. Chief Hess requested that this budget be approved and if changes need to be made, a budget revision can be made early next year.

Commissioner Rich made a motion to un-table Resolution 2011-027 Relative to the Posting of the 2012 Budget. Commissioner Kingston seconded the motion. The motion carried.

Commissioner Rich made a motion to adopt Resolution 2011-027 Relative to the Posting of the 2012 Budget. Commissioner Kingston seconded the motion.

Mr. Fred McDonald addressed the Board with some items that he recommended for consideration, as it affects fire protection:

- Remove brown-outs
- Remove hiring freeze
- Radio Upgrade- keep in budget
- Communications Tower relocation- Mr. McDonald recommended that funds be allocated for this. Chief Hess stated that in the event that Station 17 is relocated, he will present, for the Board's consideration in 2013, using the reserve investment fund to relocate Communications to new Station 17 location. Mr. McDonald stated that due to the problems we've experienced with the Auditorium construction, funds should be allocated in 2012 in the event the problems worsen.
- Maintenance Officer- Chief Hess stated that this position was in the proposed budget
- Incentive Pay- Chief Hess confirmed that the only change in Incentive Pay was the fitness program.

Mr. Richard Reardon inquired about the acquisition of the Cascade System. Chief Hess stated that 50% of the cost was in the 2012 budget, and 50% will be in the 2013 budget. Mr. Reardon stated that he was unable to find any Cascade Systems that cost \$70,000. Chief Hess stated that amount is an estimate for budget purposes. Chief Kaufmann stated that we will look into purchasing this on State contract (if available) or go out for public bid.

Mr. Reardon also commented on the \$261,000 allocation for the 3,000 gallon Tender. He inquired as to whether the Board was aware of the \$20,000 increase to the original price. Chief Hess stated that he did go before the Board to request the additional amount. Chief Kaufmann stated that we had to make modifications based on our needs, as well as an upgrade (mandated) on the emissions.

The motion carried.

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

Chief Hess stated that he sent an e-mail out with regards to employee resignations and he outlined that we have current billets and some current openings for the January 2012 recruit class at LSU. Chief Hess requested permission to fill 5 slots for the recruit class.

Commissioner Rich made a motion to hire five (5) members for the January 2012 recruit class at LSU. Commissioner Kingston seconded the motion. The motion carried.

B) PMI Report-

1. Employee Benefits

a.) Open Enrollments 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.) 2011-011: BOC Resolution (Relocate Public Meetings to the Towers)

Commissioner Kingston made a motion to un-table Resolution 2011-011. Commissioner Rich seconded the motion. The motion carried.

Commissioner Kingston made a motion to move the Fire District Board meetings to the Tower's Building, effective November 2011. Commissioner Rich seconded the motion. The motion carried.

d.) 2011-026: BOC Resolution (2010-007 Surplus Property)

e.) 2011-027: BOC Resolution (Posting of 2012 Budget)- (approved above)

f.) 2011-028: BOC Resolution (Tender # 11)

g.) 2011-029: BOC Resolution (BOC approval for future increase to EE contributions)

h.) 2011-030: BOC Resolution (LWCC Workers' Compensation Insurance Renewal) - Mr.

Waniewski stated that we received a flat renewal (as in the past four years). He further explained that the premiums will increase as wages increase; however, the rate charge for the specific "classes" did not increase.

Commissioner Kingston made a motion to accept Resolution 2011-030 Relative to the LWCC Workers' Compensation Insurance Renewal. Commissioner Rich seconded the motion. The motion carried.

3. Payroll

a.) 2012 Budget Forecast (Rolling 5 years forecast)

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)

5. VFIS Special Risk Insurance & LWCC

a.) LWCC Renewal/ Binder- (11/1/2011 Effective Date)

b.) State Fire Marshal- Volunteer Benefits

1. No. 1 Canine Search and Rescue

2. No.1 Volunteers Statement

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

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

Mr. DiGiovanni discussed the financial report.

Commissioner Kingston made a motion to accept the financial report. Commissioner Rich seconded the motion. The motion carried unanimously.

D) Attorney's Report- Mr. Ingram will report back on the CVS RFP

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

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

The meeting adjourned at 6:35 p.m.