

St. Tammany Fire Protection District No. 1

Board of Commissioners

Regular Meeting Minutes June 18, 2013

The meeting was called to order at 6:05 p.m.

The pledge of allegiance and prayer were given.

Roll Call: Chairman Crowley and Commissioners Risley, McDonald and Brackett were present.
Commissioner Kingston was absent.

AWARDS & RECOGNITION- Captain Lionel Baker- 20 years of service

APPROVAL OF MINUTES-

Commissioner Brackett made a motion to approve the minutes of the May 21, 2013 meeting. Commissioner McDonald seconded the motion. The motion carried.

OLD BUSINESS-

- A) **Draft of Banking RFP-** Attorney Ingram stated that he has received a draft and has made changes. He further stated that it is ready to be advertised.

NEW BUSINESS –

A) Board of Commissioners Reports

1.) Bid Opening- Construction of Station 14

Mr. Waniewski requested that we suspend the rules to adopt Resolution 2013-043 before opening the bids.

Commissioner Risley made a motion to amend the agenda. Commissioner Brackett seconded the motion. The motion carried.

2.) Resolution 2013-043, Relating to the Awarding of Public Bids to the Lowest Responsible Bidder for District #1.

Commissioner McDonald made a motion to adopt Resolution 2013-043, Relating to the Awarding of Public Bids to the Lowest Responsible Bidder for District #1. Commissioner Brackett seconded the motion.

Attorney Ingram stated this this in to be in compliance with the Revised Statutes.

Commissioner Risley stated that she felt that someone could challenge “lowest responsible bidder” much easier than “best value”.

Attorney Ingram reiterated that there is a Statue requirement for the language to read “lowest responsible bidder” and it will avoid potential litigation. He further stated that we have reserved the right to reject any and/or all bids.

The motion carried.

Chairman Crowley opened the sealed bids:

- FMA, Inc. (Slidell) \$ 1,063,830
- McDonald Const. (Slidell) \$ 1,057,656
- Brunt Const. (Independence) \$ 1,078,300
- Ellis Const. (New Orleans) \$ 1,140,000

Commissioner McDonald stated that he has no relation to McDonald Const.

Commissioner McDonald made a motion to take the bids under advisement, subject to legal and administrative approval. Commissioner Brackett seconded the motion. The motion carried.

- 3.) Interim Fire Chief- Discussion (Dan Crowley)** - Chairman Crowley stated that the process for the selection of a new Fire Chief may take some time, and the need for an interim chief may arise. Chairman Crowley further stated that there will never be a part of this process that will not be transparent; there is nothing pre-determined.

Chairman Crowley stated that a process will be determined and criteria will be selected, and, going forward, whoever fits the criteria and is best for the job, will be selected.

Chairman Brackett stated that this is a very important decision and reiterated the transparency of the process. He further stated that the standards and criteria will be set up for the interim Chief, as well as the new Fire Chief.

Chairman Crowley stated that in some individual discussions, it was discussed to potentially have someone as an interim Chief that does not declare their self eligible, or intend to become a candidate, for Fire Chief.

Commissioner Risley made a motion to select an interim Fire Chief to serve until a permanent Fire Chief is selected and someone eligible to be the Fire Chief will be someone that does not declare their self a candidate as the new Fire Chief. Commissioner Brackett seconded the motion.

Billy Dekemel, Union President, offered their assistance in the process. He further stated that the IAFF has some information that may be useful for the selection of interim Chief as well as Fire Chief. Chairman Crowley requested that he forward that information to him.

Mr. Waniewski stated they he has worked with Bob Lawrence (Director of OSE) on this, and stated that it would be prudent that if the Board were to choose an interim Fire Chief, that is not going to be recognized as permanent candidate, that not only would they not take the Fire Chief exam, they would also sign a letter of understanding that they would automatically not be considered a permanent candidate.

Chief Kaufmann stated, that in the history of the fire departments, most departments select an individual who can lead the organization, regardless of whether they take the exam or not.

A vote was called:

Brackett: nay

Risley: aye

McDonald: abstain

Crowley: nay

The motion failed.

B) Chief's Report-

- 1.) **Vehicle Maintenance Committee Report-** Chief Kaufmann stated that it's been over a year that FD#12 has been handling our maintenance, and they have met, and exceeded, all expectations that were discussed. After a recent assessment of their maintenance division, FD#12 determined that in order to offset the costs, the hourly rate will increase to \$85.00 and \$95.00/hr. (after hours) for the remainder of 2013.

Chief Kaufmann stated that there is a need for a full time maintenance position, and this will be presented in the 204 budget.

Chief Kaufmann stated that the annual ladder testing was done and it was determined that the three ladder trucks had issues. Ladder 16 had multiple cracks and corrosion and was taken out of service. He further stated that there have been lengthy discussions regarding the age of the truck and the amount we have spent on repairs. The costs to have it refurbished would range from \$100,000 to \$500,000 Chief Kaufmann recommended that we purchase a new Aerial in lieu of having it refurbished; however, repairs will need to be done on the ladder.

Commissioner McDonald stated that we currently have two ladder trucks in service, and we are supposed to have three. He further stated that he feels it is incumbent for the Commissioner's to make sure the ladder trucks are back in service as soon as possible.

Commissioner McDonald made a motion to authorize up to \$20,000 for repairs to Ladder 16. Commissioner Brackett seconded the motion.

Chief Kaufmann stated that this was not a budgeted item; therefore, when the budget revision is done, this adjustment will be included in the revision.

The motion carried. (Resolution 2013-048)

Chief Kaufmann stated that the committee also recommends purchasing a 77' Ladder truck.

Commissioner Brackett made a motion to accept the Chief's Report. Commissioner Risley seconded the motion. The motion carried.

B) PMI Report-

1. Employee Benefits

- a.) **Affordable Care Act ("Obama Care")- Presentation (Don Massad, The Massad Group)-** Don Massad gave a slideshow presentation on "Preparing for HealthCare Reform".

Don Massad stated that upcoming renewal rates will include fines, etc., that are being placed on insurance companies, and are going to be passed down to the consumers. He further stated that we should anticipate a renewal increase of approximately 20% to 25%.

2. Human Resource

- a.) **2013-041: BOC Resolution (Fire Chief Exam & Compensation Package)- Recordkeeping**

Commissioner Brackett made a motion to adopt Resolution 2013-041, Relating to the Approval of the Compensation & Incentive Pay Package for Fire Chief for District #1. Commissioner Crowley seconded the motion. Commissioner McDonald abstained. The motion carried.

b.) 2013-042: BOC Resolution (Official Publication Ratification)-

Commissioner McDonald made a motion to adopt Resolution 2013-042, Relating to the Selection of the Official Journal for District #1. Commissioner Risley seconded the motion. The motion carried.

c.) 2013-043: BOC Resolution (Best Value + “Lowest Responsible Bidder” Ref: BOC Resolution 2008-017) – approved above

d.) 2013-044: BOC Resolution (Boy Scouts- Fire Explorer Post)

Commissioner Brackett made a motion to adopt Resolution 2013-044, Relating to the Establishment of a Fire Explorer Post for the Boy Scouts of America for District No. 1. The motion died due to lack of a second.

e.) 2013-045: BOC Resolution (Surplus 2 ½ Ton High Water Vehicles (2))

Commissioner McDonald made a motion to adopt Resolution 2013-045, Relating to the Surplus of Equipment. Commissioner Brackett seconded the motion. The motion carried.

f.) 2013-046: BOC Resolution (77’ Ladder Apparatus)

Commissioner McDonald made a motion to adopt Resolution 2013-046, Relating to the Approval to Purchase a 77’ Ladder Apparatus for District #1. Commissioner Crowley seconded the motion.

Deputy Chief Kuhn inquired into putting out bid specifications for this apparatus. Chief Kaufmann stated that we will use state contract for multiple vendors.

Commissioner McDonald reiterated the issue we currently have with Ladder 16, as well as the need to purchase a new Ladder truck before 2016. He further stated that he would like to not only see state contracts, but also go out for bids.

Chairman Crowley inquired as to how this purchase would be funded. Mr. Waniewski stated that we would “Restrict” \$650,000 from “Unrestricted Funds” to “Rolling Stock and Facilities”.

A vote was called:

Risley: nay

Brackett: aye

McDonald: aye

The motion carried.

g.) Employment Application Revised

h.) Fire Chief Exam:

1. Posting : 06/10- 07/30/2013
2. Certified Applicant Roll Call: 08/05
3. Fire Chief Exam: 08/15
4. Local Civil Service to move to adopt BOC approved Standards & Qualifications

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)**
5. **VFIS Special Risk Insurance & LWCC-**
 - a.) **VFIS Depreciation Valuation (Temp Housing, Transportation, Set-up & Pole Barn)- Station 14 (\$46,430)**
 - b.) **LWCC:**
 1. **Experience Modifier: .96**
 2. **Historical Loss Ratio: 54.73% (218 Claims since 1993)**

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

- C) **DiGiovanni & Associates, CPA's, L.L.C-** Mr. DiGiovanni discussed the financial report.

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

- D) **Attorney's Report-** Attorney Ingram stated that the CVS Early Agreement did not come to fruition.

Commissioner Risley inquired about the Dixie Ranch Rd. property. Attorney Ingram stated that he has not heard anything.

Commissioner McDonald made a motion to approve the Attorney Report. Commissioner Brackett seconded the motion. The motion carried.

Chairman Crowley stated that Commissioner Risley will work with the Administration regarding the salary and benefits for the upcoming budget.

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

The meeting adjourned at 8:22 p.m.