

# St. Tammany Fire Protection District No. 1

## Board of Commissioners

### Regular Meeting Minutes September 17, 2013

The meeting was called to order at 6:00 p.m.

The pledge of allegiance and prayer were given

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

#### **AWARDS & RECOGNITION-**

- Chris Hewitt- "Certificate of Distinguished Service" for performing at the 911 Ceremony
- Katie Elliott- "Certificate of Distinguished Service" for 13 years of service

#### **APPROVAL OF MINUTES-**

*Commissioner Risley made a motion to approve the minutes of the August 20, 2013 meeting. Commissioner McDonald seconded the motion. The motion carried.*

**OLD BUSINESS-** (none)

**NEW BUSINESS –**

#### **A) Board of Commissioners Report-**

##### **1.) Public Discussion- 2013 Proposed Revised Budget (Resolution 2013-067)**

(The floor was opened for public comment; however, there were no comments)

#### **B) Chief's Report-**

Chief Kuhn stated that we have had three resignations this month.

Chief Kuhn stated that there was a drowning that occurred, in Eden Isles, however; there was a delayed response by our department due to bad information given on the address of the scene. He further stated that once on scene, the divers were able to quickly locate the victim and continuously render aid.

Chief Kuhn stated that we had a fire fatality and there were inaccurate, negative responses regarding our response time.

##### **1.) Vehicle Maintenance Committee Report-** Chief Kaufmann stated that Ladder 16 is back (repair charges may be waived).

Chief Kaufmann introduced John Dillon, Maintenance Coordinator, to the Board.

Captain Ronnie Brennan stated that the vehicle maintenance committee met with Ferrara Fire Apparatus and Pierce Manufacturing to compare the cost and quality for a 75' Aerial truck. The committee recommended that we purchase from Pierce.

Chief Kaufmann commended the committee and stated that this purchase will be made off of State Contract (not to exceed \$700,000.)

Commissioner McDonald stated that he was happy with the way Pierce handles warranty issues, etc.

Commissioner McDonald inquired about the issue we have had with Cummins. Chief Kaufmann stated that we have had meetings with them and will report back.

**2.) Surplus- IT Equipment-** (Resolution 2013-069)- to be covered under PMI

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

Commissioner Risley stated that there is a committee working on adjusting the pay scale and they are working towards presenting a Resolution, which will likely include a pay increase. Chief Kaufmann recommended having a meeting to discuss this; as it is a large portion of the budget.

Chairman Crowley stated that when issues are brought before the Board, they are taken very seriously and are made in the best interest of the Fire District (employees, constituents, etc.)

***Commissioner McDonald made a motion to amend the agenda for the purpose of amending Resolution 2013-046, as well as adding Resolution 2013-070 to the PMI agenda. Commissioner Risley seconded the motion. The motion carried unanimously.***

**B) PMI Report-**

**1. Employee Benefits**

- a.) **Major Medical- Open Enrollment Complete/ Effective 10/01/2013**
- b.) **Group Dental & Life Insurance- Open Enrollment Complete/ Effective 10/01/2013**

**2. Human Resource**

- a.) **2013-041: BOC Resolution (Fire Chief Compensation) – 05/21/2013 (Approved) / Interim Fire Chief, Applicable**

Commissioner McDonald stated that a Resolution is in place for the New Fire Chief; however, the handbook states the when an employee is in a position; they must be paid at the rate of the position. He recommended that the Interim Chief be paid at the Fire Chief's salary.

Commissioner Risley stated that the board has complete authority over what to pay the Fire Chief.

Chairman Crowley reiterated that the position that Chief Kuhn is in is Interim Chief, by title, but not temporary. He further stated that there is no rate in place for the current Chief.

Attorney Ingram stated that Chief Hess' salary was based on the fact that he was not in the Firefighter's Retirement System and his salary was inclusive of a negotiated benefit package.

***Commissioner Risley made a motion to pay the Interim Chief at Chief Hess' salary (\$117,432). Commissioner McDonald seconded the motion.***

Attorney Ingram requested that this be tabled until the next meeting.

Commissioner Risley stated that the board has the authority to set the Chief's salary, and therefore called for the vote.

*The motion carried. (Resolution 2013-071)*

- b.) **2013-063: BOC Resolution (Millage Rollback)-** postponed
- c.) **2013-064: BOC Resolution (Millage Roll forward)-** postponed
  
- d.) **2013-067: BOC Resolution (2013 Revised Budget Approval)**
  - 1.) 2012-042 (Deductible Expense Reduced 30K -> 15K)

*Commissioner McDonald made a motion to adopt Resolution 2013-067, Relating to the Approval of the 2013 Revised Budget for District No.1. The motion failed due to lack of a second.*

- e.) **2013- 068: BOC Resolution (Camp Villere Cooperative Endeavor Agreement- Occupy Land for proposed building location)**

*Commissioner Risley made a motion to adopt Resolution 2013-068, Relating to the Entering Into a Cooperative Endeavor Agreement with Camp Villere to "Occupy Land" for District No.1. Commissioner McDonald seconded the motion. The motion carried.*

- f.) **2013-069: BOC Resolution (Surplus IT Equipment)**

*Commissioner Risley made a motion to adopt Resolution 2013-069, Relating to the Surplus of Inactive Equipment. Commissioner McDonald seconded the motion. The motion carried.*

- g.) **2013-070: BOC Resolution (LWCC Workers' Compensation- Renewal)-** flat renewal

*Commissioner McDonald made a motion to adopt Resolution 2013-070, Relating to the Renewal of Workers' Compensation Insurance Coverage. Commissioner Risley seconded the motion. The motion carried.*

*Commissioner McDonald made a motion to amend Resolution 2013-046 (purchase of a 77' Ladder truck) to reflect \$700,000. Commissioner Risley seconded the motion. The motion carried.*

- h.) **Fire Chief Exam:**
  - 1. Fire Chief Exam: 09/05 (15 Applicants wish to interview)
  - 2. Post Test- Applicant Information and Employment Application
  - 3. Fire Chief Interview Committee
  - 4. Interview Questions
  - 5. Local Civil Service to adopt BOC approved Standards & Qualifications (10/01/2013 after 30- day posting)

**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: Renewal Complete “net net” flat renewal- no increase in rates**

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

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

*Commissioner Risley made a motion to re-visit Resolution 2013-067, Relating to the Approval of the 2013 Revised Budget for District No.1 Commissioner McDonald seconded the motion. The motion carried.*

*Commissioner Risley made a motion to adopt Resolution 2013-067, Relating to the Approval of the 2013 Revised Budget for District No 1. Commissioner McDonald seconded the motion. The motion carried.*

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

- D) **Attorney’s Report-**

- a.) **Station 17 Update-** Attorney Ingram reported that as of today, we have taken possession of Station 17
- b.) **Request for Proposal for the Fiscal Agency and Internet and Fiber Contract-** These RFP’s will be presented at the October meeting

Attorney Ingram stated that the Russell Rogers case has been dismissed.

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

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

*The meeting adjourned at 7:40 p.m.*