

# St. Tammany Fire Protection District No. 1

## Board of Commissioners

### Regular Meeting Minutes April 20, 2021

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

The prayer and pledge of allegiance were done.

**ROLL CALL:** Chairman Crowley and Commissioners Rich, Brackett, Gay and McDowell were present.

#### AWARDS & RECOGNITION-

**Promotions:** Operators Hunter Bankston, Doug Crosby and Mark Moroney  
Captain Chris Frazier

#### APPROVAL OF MINUTES

*Commissioner Brackett made a motion to approve the minutes of the March 16, 2021 meeting. Commissioner Rich seconded the motion. The motion carried unanimously.*

**OLD BUSINESS** – (none)

#### NEW BUSINESS

##### 1. Chief's Report

###### a) Significant Monthly Events

- REMINDER: Ethics Training/ Financial Disclosure
- COVID-19 Update- no employees affected
- Legal Services Criteria/Contract- to be discussed under “Board Comments”
- BOC to approve Chief Officer travel
  - Louisiana Fire Chief's Assoc. Annual Meeting (June 7-8)- Lake Charles, LA
- Millage
  - Millage Hearing Date- Wednesday, July 14
  - Bond Attorney- Chief Kaufmann stated that he has contacted Grant Schlueter, due to the millage expiration in 2022, regarding dates to be placed on the ballot.
- St. Tammany Parish Development- PILOT program- Chief Kaufmann stated that the St. Tammany Fire Chiefs Association approached the St. Tammany Corp. staff to do something for all fire departments when a tax exemption is being considered. In the past, this decision was done without input from any fire district. This is a formula only being used for fire districts addressing the impact to an essential service. We are agreeing to a reduced tax for 5 years on this project when we would have gotten zero dollars in the past, thus allowing for a business to replace their worn-out equipment. All current taxes and property value will stay the same. This additional tax will be in addition to current taxes and will be added in full value to the sixth year on the tax roll.
- Station 18 Engine Bay Dedication to Edward Poppler- (Resolution under “PMI”)
- St. 13/ HQ- Chief Kaufmann stated that we are awaiting the final document from RLI
  - Sale of Old St. 13- (Resolution under “PMI”)
- St. 11 – Chief Kaufmann stated that due to the heavy rains, we had to get a second soil test. He also stated that we have some pilings under the old addition that are going

Pursuant to R.S. 42:23, personal recording devices are welcome in every meeting for Fire District No. 1; however, they must remain and be maintained in the possession of the individual that brings the device to remove any liability from Fire District No. 1 of any unintentional or accidental mishaps with the device during any such meeting

to be snapped off, which will be a small additional cost. The soil will also have to be mucked out and river sand will be brought in. The project is projected to begin Monday, April 26. Additionally, Chief Kaufmann stated that we were able to value engineer some items which should offset the cost of the additional fill.

- St. 19- Chief Kaufmann stated that we are hoping to hear from the Attorney within the next 30 days.

- b) Operations Reports** - Chief of Operations Bruno discussed the “Operations” report (March) which covers YTD call totals, Hydrants Inspected, NFIRS Incidents, Dollar Loss/ Dollar Save (by Station location), Average Response Time (by Station) and EMS Call Type and Number of Incidents.
- c) Maintenance Report**- Chief of Operations Bruno discussed the “Maintenance” report (March) which covered preventative maintenances and major repairs performed.
- d) Fire Prevention Report**- Chief of Fire Prevention Marquette discussed the monthly “Fire Prevention” report (March) which included Inspections, Public Fire Safety & Education Events, Investigations, and Economic Impact.

Chief Kaufmann stated that we have ten employees certified in drone operations and we will utilize the drones in our operations.

- e) Training Report** – Chief of Training Bauer discussed the monthly “Training” report (March) which included Classes, Certifications and Revenues.
- f) Communications Report** – Chief of Communications Watson discussed the monthly “Communications” report (March) which included call volume and statistics.

Chief Watson stated that the Accreditation team for Mandeville Fire Dept. visited the 911 Center and spoke very highly of it.

**g) General Comments-**

- FRS Meeting- Chief Kaufmann and Mark Waniewski continue to be involved with input and questions and are preparing a presentation for the June Louisiana Fire Chief’s Assoc. meeting.
- Parish Finance Committee- The committee has completed with their recommendation to present to Parish Council
- Slidell 2040 Comprehensive Plan- still active with the City of Slidell

***Commissioner Brackett made a motion to accept the Chief’s report. Commissioner Rich seconded the motion. The motion carried unanimously.***

**2) SFFA (Slidell Firefighters Association) – (none)**

**3) PMI Report –**

- a.) **Employee Benefits** - (none)
- b.) **Human Resource**

- 1) 2021-020 BOC (Approve Dedication of St. 18 to E. Poppler)

***Commissioner Brackett made a motion to adopt Resolution 2021-020, Relating to the Approval to Dedicate St. 18 in Honor of Fire Chief E. Poppler for District No.1. Commissioner Rich seconded the motion.***

The floor was opened for public comment. There was no public comment.

***Commissioner Brackett made a motion to amend Resolution 2021-020 to reflect the addition of item 2 to reflect separation of dedication, in total, upon his passing. Commissioner Gay seconded the motion.***

***The motion carried unanimously.***

- 2) 2021-021 BOC Resolution (Approve Administration to Engage Contracts to Sell Old St. 13, 101 Normandy Dr., Slidell, LA)

***Commissioner Brackett made a motion to adopt Resolution 2021-021, Relating to the Approval for Administration to Engage Contracts to Sell Old Station 13 for District No.1. Commissioner McDowell seconded the motion.***

The floor was opened for public comment. There was no public comment.

***The motion carried unanimously.***

- 3) 2021-022: BOC Resolution (Approve Commercial Property, Casualty & Automotive Insurance)

***Commissioner Brackett made a motion to adopt Resolution 2021-022, Relating to the Approval of the Commercial Property, Casualty & Automotive Insurance for District No.1. Commissioner Rich seconded the motion.***

Mr. Waniewski stated that the renewal came in at \$20,876 under budget

The floor was opened for public comment. There was no public comment.

***The motion carried unanimously.***

- c.) **Payroll – (none)**
- d.) **FRS (Firefighters Retirement System)** – Mr. Waniewski stated that he and Chief Kaufmann continue to find issues and have to request clarifications.
- e.) **VFIS Special Risk Insurance & LWCC**- Mr. Waniewski stated that the annual LWCC dividend is \$291,897.53.

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

- 4) **Duplantier Hrapman Hogan & Maher, LLP**- Mr. DiGiovanni discussed the March financial report.

***Commissioner Gay made a motion to accept the March financial report. Commissioner Brackett seconded the motion. The motion carried unanimously.***

- 5) **Attorney's Report- (none)**

- 6) **Executive Session-** (There was no Executive Session)

- To discuss pending litigation in the matter of Stevens Construction & Design, L.L.C. v. St. Tammany Fire Protection District No. 1, et al., Docket No. 2018-14143, Division "F," 22<sup>nd</sup> Judicial District Court, Parish of St. Tammany, State of Louisiana

- 7) **Board of Commissioner Comments** – Chairman Crowley announced his resignation from the Board, effective after the July meeting.

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- Legal Services Criteria/Contract- Commissioner Gay stated that he and Commissioner Rich established criteria for evaluating legal services; however, there are a couple things that may need further discussion. With regards to the timing of billings, the committee recommends that the billings would be within 45 days after the month end until mid-year. It would then go to within 30 days after month end. He further stated that others suggested going to 15 days after month end before the end of the year; however, the committee recommends holding off on the 15 days until next year.

***Commissioner Gay made a motion to adjourn. Commissioner Brackett seconded the motion. The motion carried unanimously.***

***The meeting adjourned at 7:46 p.m.***