

# St. Tammany Fire Protection District No. 1

## Board of Commissioners

### Regular Meeting Minutes July 16, 2024

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 and Powell were present.  
Commissioners McDowell and Davis were absent.

**OLD BUSINESS:** (None)

**NEW BUSINESS:**

#### APPROVAL OF MINUTES

*Commissioner Powell made a motion to approve the minutes of the June 18, 2024 meeting. Commissioner Rich seconded the motion. The motion carried unanimously.*

**Awards/ Recognition: Promotions:** Kyle Campbell, Vick Corso, Torrey Dallas, Dylan Estain, Austin Graham, Norman Loustalot, Brandon Sauter, Josiah Strecker

**Recognitions:** letters of recognition, Acadian Ambulance, spider bite incident

Chairman Crowley stated that the Board appreciates the unselfish actions of the members.

#### 1. Chief's Report

##### a) Significant Monthly Events

- Adopt the Millage(s) - (Resolution under PMI)
- 2025 Budget- Chief Kaufmann thanked Commissioners McDowell and Rich, as well as the administration, for participating in the budget committee meeting. A draft will be presented for a vote later this year. Chief Kaufmann further stated that his recommendation will be to adopt the adjusted millage rate of 32.410 mills.
- Millage Hearing/Meeting- July 23, 3:00 p.m. (Koop Dr.)- (canceled)
- PILOT Program- Project Floyd #2
- St. 11- UPDATE- (to be discussed under "Legal")
- St. 10- UPDATE- Chief Kaufmann stated that there is no update; however, he remains in contact with the CDD.
- Training Classroom- UPDATE- Chief Kaufmann stated that the project is on schedule, scheduled completion is 8/17/24.

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- b) **Operations Reports** – Chief of Operations Gross discussed the “Operations” report (June) 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 Gross discussed the “Maintenance” report (June) which covered preventative maintenances and major repairs performed.
- d) **Fire Prevention Report**- Asst. Chief of Fire Prevention Gaubert discussed the monthly “Fire Prevention” report (June) which included Inspections, Public Fire Safety & Education Events, Investigations, and Economic Impact.
- e) **Training Report** – Chief of Training Harrison discussed the monthly “Training” report (June) which included Classes, Certifications and Revenues.
- f) **Communications Report** – Chief of Communications Parish discussed the monthly “Communications” report (June) which included call volume and statistics.

Chief Parish thanked the Board for their support for the department and the approval to purchase Pro Q&A software and other life-saving equipment.

- g) **General Comments-**
  - Staffing Vacancies
    - Suppression- 2
    - Communications Officer- 1
  - Autism Wrap- \$5,000 donation to STARC on 7/19

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

2) **SFFA (Slidell Firefighters Association)** – Union President Berns stated that they have a couple upcoming fundraisers and are also cooking in the Red Bean Cook-off on Aug. 5. They are also participating in the STARC check presentation.

3) **PMI Accounting-** Mr. Waniewski discussed the June financial report.

Chie Kaufmann stated that we are reinvesting an upcoming \$3M T-Bill for 3 months, at 5.10%

***Commissioner Powell made a motion to approve the June financial report. Commissioner Rich seconded the motion. The motion carried unanimously.***

- 4) **PMI Report** –
  - a) **Employee Benefits – (none)**
  - b) **Human Resources**

1) 2024-024 BOC Resolution (Adopt Millage)

(The Resolution was read into the minutes)

## **RESOLUTION NO. 2024-024**

BE IT RESOLVED, by the St. Tammany Fire Protection Dist. #1 of the Parish of St. Tammany, Louisiana, in a public meeting held on July 16, 2024, which meeting was conducted in accordance with the Open Meetings Law and the additional requirements of Article VII, Section 23(C) of the Louisiana Constitution and R.S. 47:1705(B), that the following **adjusted** millage rates be and they are hereby levied upon

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the dollar of the assessed valuation of all property subject to ad valorem taxation within said Parish for the year 2024, for the purpose of raising revenue:

	<u>MILLAGE</u>
Acquisition and Maintenance	32.410 mills (1069037)

BE IT FURTHER RESOLVED that the Assessor of the Parish of St. Tammany, shall extend upon the assessment roll for the year 2024 the taxes herein levied, and the tax collector of said Parish shall collect and remit the same to said taxing authority in accordance with law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

YEAS:  
NAYS:  
ABSTAINED:  
ABSENT:

***CERTIFICATE***

*I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the meeting held on July 16, 2024, at which meeting a quorum was present and voting.*

Slidell, Louisiana, this 16th day of July, 2024.

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Daniel Crowley, Chairman  
Board of Commissioners  
St. Tammany Fire Protection District #1

Chairman Crowley stated that this is a reassessment year and the process is that we roll back to last year's value, and accept that millage rate- if there is a need to roll forward to a higher mill rate, in order to levy further dollars, we have to have a meeting, at Koop Dr., for public comment. The millage rate at 32.41 is rolling back to the adjusted millage rate that the Assessor states is the value, without having to roll forward.

***Commissioner Powell made a motion to adopt Resolution 2024-024, Relating to the Adoption of the Millage for District No. 1. Commissioner Rich seconded the motion.***

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

Chairman Crowley called for the vote:

***Commissioner Rich: Yea  
Commissioner Powell: Yea  
Chairman Crowley: Yea***

***The motion carried unanimously.***

2) 2024-025 BOC Resolution (Approve 2024 Levy of Parcel Fee)

(The Resolution was read into the minutes)

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## RESOLUTION 2024-025

**BE IT RESOLVED**, by the St. Tammany Fire Protection District No. 1, in a public meeting held on July 16, 2024, which meeting was conducted in accordance with the Open Meetings Law, whereupon the taxing district voted to approve and to levy the parcel fee on all taxable property shown on the official assessment roll for the year 2024, and when collected, the revenues for said taxes shall be used for the purposes for which said taxes have been levied.

PARCEL FEE	MAXIMUM	2024 LEVY	2025 LEVY
	\$39.00	\$39.00	\$39.00

**BE IT FURTHER RESOLVED**, that the Assessor of the Parish of St. Tammany, shall extend upon the assessment roll for the year 2024 the parcel fee herein levied, and the tax collector of said Parish shall collect and remit the same to said taxing authority in accordance with law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by simple majority of the total membership of the taxing authority voting in favor. The votes were:

**YEAS:**  
**NAYS:**  
**ABSTAINED:**  
**ABSENT:**

THIS RESOLUTION WAS DECLARED ADOPTED ON THE 16th DAY OF JULY, 2024, AT A SPECIAL MEETING OF THE ST. TAMMANY FIRE PROTECTION DISTRICT No. 1, A QUORUM OF THE MEMBERS BEING PRESENT AND VOTING.

### CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the meeting held on July 16, 2024, at which meeting a quorum was present and voting

Slidell, Louisiana, this 16th day of July, 2024.

\_\_\_\_\_  
Daniel Crowley, Chairman  
Board of Commissioners  
St. Tammany Fire Protection District #1

### ATTEST:

\_\_\_\_\_  
Cheryl Gross, Secretary, Board of Commissioners  
St. Tammany Fire Protection District No. 1

***Commissioner Rich made a motion to adopt Resolution 2024-025, Relating to the Approval to Levy the 2024 Parcel Fees for District No. 1. Commissioner Powell seconded the motion.***

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

Chairman Crowley called for the vote:

***Commissioner Rich: Yea***  
***Commissioner Powell: Yea***  
***Chairman Crowley: Yea***

***The motion carried unanimously.***

3) 2024-026 BOC Resolution (Approve Purchase of CAD Software)

***Commissioner Rich made a motion to adopt Resolution 2024-026, Relating to the Approval to Purchase CAD Software for District No. 1. Commissioner Powell seconded the motion.***

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Chief Kaufmann stated that the current CAD is over 20 years old, and we have had many challenges to keep it working. After researching, we were able to select a cloud-based CAD. There is a \$25K contract fee to get started. Chief Kaufmann stated that we are committed to paying our annual fee, as well as half of the cost for ongoing maintenance. The other fire districts, and the City of Covington, will share the remaining portion, based on their call volume.

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

***The motion carried unanimously.***

4) 2024-027 BOC Resolution (Approve Pro Rata Cost Sharing- CAD Software)

***Commissioner Powell made a motion to adopt Resolution 2024-027, Relating to the Approval to Pro Rata Sharing of CAD Software Fees for District No. 1. Commissioner Rich seconded the motion.***

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

***The motion carried unanimously.***

5) 2024-028 BOC Resolution (Approve 2023 LLA Audit)

***Commissioner Powell made a motion to adopt Resolution 2024-028, Relating to the Adoption of the 2023 LLA Audit for District No. 1. Commissioner Rich seconded the motion.***

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

Chief Kaufmann stated that there were no findings or recommendations.

***The motion carried unanimously.***

6) 2024-029 BOC Resolution (Approve 2023 LLA AUP Audit)

***Commissioner Powell made a motion to adopt Resolution 2024-029, Relating to the Adoption of the 2023 LLA-AUP Audit for District No. 1. Commissioner Rich seconded the motion.***

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

Chief Kaufmann stated that there were no findings or recommendations.

***The motion carried unanimously.***

7) 2024-030 BOC Resolution (Approve Pay Scale Adjustment)

***Commissioner Powell made a motion to adopt Resolution 2024-030, Relating to the Approval of the 2024 Pay Scale Adjustments for District No. 1. Commissioner Rich seconded the motion.***

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

Union President Berns stated that on behalf of the Union, and other department members, the Board's time and efforts, and consideration for the adjustment, is appreciated.

Chief Kaufmann stated that this is well deserved, as we are an elite department that sets the example, and he can't thank the members enough for their continued dedication and commitment.

Commissioner Powell stated how proud she was of everyone, and she was unaware of the starting firefighter pay, and happy for the salary adjustment being given.

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Chairman Crowley stated that while Commissioners Davis and McDowell are not present, this has been something the Board has been working on, to fit it the strategy. He further stated that through the discussions, there was zero descent, and the recommendation was to accelerate this adjustment and remain competitive.

*The motion carried unanimously.*

8) 2024-031 BOC Resolution (Approve Restoration of FFII Incentive Pay)

*Commissioner Rich made a motion to adopt Resolution 2024-031, Relating to the Approval of the Restoration of FFII Incentive Pay for District No. 1. Commissioner Powell seconded the motion.*

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

*The motion carried unanimously.*

- c) Payroll – (none)
- d) FRS (Firefighters Retirement System) –(none)
- e) VFIS Special Risk Insurance & LWCC-

*Commissioner Powell made a motion to approve the PMI report. Commissioner Rich seconded the motion. The motion carried unanimously.*

5) **Attorney's Report-** Attorney Danenhower stated that the millage was adopted, and he will cancel the meeting at Koop Dr.

Attorney Danenhower stated that we are in the final stages of a version of the St. 11 settlement agreement and anticipates it to be finalized soon.

Attorney Danenhower reported that we had one minor public record request issue which was handled in-house.

*Commissioner Powell made a motion to approve the Attorney report. Commissioner Rich seconded the motion. The motion carried unanimously.*

- 6) **Board of Commissioner Comments**
  - o BOC Action Items Review- (none)

*Commissioner Powell made a motion to adjourn. Commissioner Rich seconded the motion. The motion carried unanimously.*

*The meeting was adjourned at 7:09 p.m.*

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