

ST. TAMMANY FIRE PROTECTION DISTRICT #8
Minutes of Board of Commissioners Meeting
March 16, 2022

Call to Order: 5:43pm

Roll Call:

Michael Anderson, Chairman
Sandra Slifer, Vice-Chairwoman
Stephen Saussy
Brandon Brener
Jeff King

Also, Present:

Susan Ohlenforst, Board Secretary
Chief Brandon Stein
Captain Eric Givens
Captain Fuselier
OP Smith
OP Taylor

Absent:

None

Pledge of Allegiance: Recited

Modification of Agenda: Motion by Slifer to add Station 81 remodel to Old Business, Seconded by King. It was unanimously approved.

Hearing of Public Concerns: None

Secretary's Report:

Upon motion by Slifer, seconded by Saussy, the meeting minutes for February 16, 2022, were unanimously approved.

Financial Report including a P&L Budget Performance for the month of February 2022 and a Check Register Report for the General Fund Account up to February 28, 2022, was presented. Balance of General Fund as of January 31, 2022, was \$1,387,552.67 with \$1,049,341.62 being current year funds and \$338,211.05 being Capital Funds from previous years money. The balance in the Emergency Fund was \$300,027.16. Upon motion by Saussy, seconded by Slifer, the financial statements for February 2022 were unanimously approved.

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Communications: FICA ALT Plan is schedule to begin on 4/1/2022. Annual Raise for Captains Hotard and Fuselier 3/16/2022 13 years. 2021 Audit has begun. New Vendors: Uniformatee, Ballard Petro, Tchefuncte Energy(previously Blossman Oil. Firefighters Retirement increase.

Chief's Report:

Vehicles and equipment

Normal general repairs and upkeep on units.

Sparky made his debut during the Push mow parade. This was a huge success and we have received a lot of positive feedback. We have received multiple requests from different organizations, as well as from the schools to have Sparky make appearances.

Brush unit (Brush-81) was officially completed and placed in full service on 3/14/2021. It made its first call as a complete unit on that same day. The complete cost to re-service this unit was less than \$700. We will be adding additional equipment in the coming weeks in order to enhance this units' capabilities which will benefit our personnel by reducing manual labor on scenes where this unit can operate in ways that normal Engines cannot.

Accident involving Tender-81 and Station-81. A compartment door was left open while the truck was being backed in and struck the brick column on front of the building. An investigation was performed, video footage was available. Post-accident drug screen was performed. The door on the truck was damaged beyond repair and a new door is being fabricated by Siddons-Martin. A contractor will be needed for building repair. An insurance claim was filed for both.

Fire gear quotes- \$3500 per set. Will need 3 sets for new personnel, and 3 spare sets for part-time personnel/spare. Due to needing one more set than was approved originally in the budget. Upon Motion by Brener to approve the of 6 sets of turn out gear in the amount of \$21,000.00, seconded by King, it was unanimously approved. In addition, the captain's vehicle lighting and siren system needs a complete overhaul. The cost of replacement is \$2,993.43. Upon motion by Saussy, seconded by King, it was unanimously approved for the purchase of the replacement lights and sirens in the amount of \$2,993.43.

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Facilities

Replacement of downstairs lighting in Administration, as well as replacement of emergency exit lights.

Personnel

No quarantine due to covid

Current personnel numbers are as follows:

Paid- 11 Part-time- 12 Volunteer-6

One resignation took place on 3/8/2022 for personal reasons.

One personnel will be leaving April 1, 2022.

Application deadline was 3/14/22. Interviews are being scheduled to hire 3 personnel.

Training

Daily training continuing

Tower drills continuing

We continue to have Certifications being achieved on a regular basis

3 days of tower drills were recently completed with Fire District 12. We will be teaming up with FD12 on a regular basis in the future for training.

Annual testing and inspections

All continuing as scheduled

Update on Mama D's Pizza.

All requirements have been met and business is back open and as busy as ever.

Old Business:

Station 81 remodel: Discussion was brought to the floor from Vice Chairwoman Slifer in reference to the progress. She showed concern to why there had been a delayed. Chief Stein replied to her concern by explaining how difficult it has been to find interested contractors. Chief Stein also expressed to not band aid the project only to come back and have the same issues all over again. The board discussed the option of a remodel vs a new station. Chief Stein requested a committee to oversee the project of considering a new build to consist of department personnel and 2 board members. Chairman Anderson asked that a committee be formed as soon as possible.

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New Business:

RESOLUTION #2022-001

Authorization to move 2021 net revenue general operating funds to the emergency fund account.

Regular Meeting
March 16, 2022

Whereas a quorum of the Board of Commissioner of St. Tammany Fire Protection District No 8("the district") was present on this date for a properly advertised, regular meeting:

A motion was made by Slifer and seconded by Saussy that the Board in accordance with and pursuant to the Statues do hereby authorize Chairman Michael Anderson to move funds in the amount of \$36,227.84 from the 2021 net revenue of the general funds to the emergency fund account. These funds were transferred from the general operating account to the emergency fund account.

This Resolution was adopted on this 16th day of March 2022 and becomes effective immediately.

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: Slifer, Saussy, King, Brener
NAYS: None
ABSTAINED: Anderson
ABSENT: None

CERTIFICATE

I hereby certify that I am the Secretary of the Board of Commissioners of St. Tammany Fire Protection District No. 8, and the above resolution was properly adopted by the Board of Commissioners, which is the districts' governing authority, at the Regular board meeting called and held in accordance with the law at the district's regular meeting held on this 16th day of March 2022. Thus, signed and executed this 16th day of March 2022.

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RESOLUTION #2022-002

Authorization to purchase Certificate of Deposits from the emergency fund account.
Regular Meeting
March 16, 2022

Whereas a quorum of the Board of Commissioner of St. Tammany Fire Protection District No 8("the district") was present on this date for a properly advertised, regular meeting:

A motion was made by Saussy and seconded by Brener that the Board in accordance with and pursuant to the Statues do hereby authorize Chairman Michael Anderson to purchase certificate of deposits in the increment amounts of \$20,000 allotments from the emergency fund account. These allotments of \$20,000 will begin March 2022 thru December 2022. With an exception to cancel the certificate of deposits in case of an emergency need of the funds.

This Resolution was adopted on this 16th day of March 2022 and becomes effective immediately.

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: Slifer, Saussy, King, Brener
NAYS: None
ABSTAINED: Anderson
ABSENT: None

CERTIFICATE

I hereby certify that I am the Secretary of the Board of Commissioners of St. Tammany Fire Protection District No. 8, and the above resolution was properly adopted by the Board of Commissioners, which is the districts' governing authority, at the Regular board meeting called and held in accordance with the law at the district's regular meeting held on this 16th day of March 2022. Thus, signed and executed this 16th day of March 2022.

Millage Discussion: Chairman Anderson brought forth rolling up in the coming year. There was discussion amongst the board. Chief Stein mentioned to Chairman Anderson we would need to be prepared to go to the parish council and then go to the voters for approval. Captain Givens interjected it would be beneficial to bring public awareness to the process of rolling up.

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Upcoming annual performance review: Fire Chief and Administrative Assistant:

Chairman Anderson asked Secretary Ohlenforst to had out copies of the performance evaluations to all board members and one to Chief Stein for Ohlenforst evaluation. Chairman Anderson asked that these evaluations be turned in prior to the next meeting.

Adjournment:

Upon motion by Slifer to adjourn, seconded by Brener, the motion was unanimously approved to adjourn the meeting.