

ST. TAMMANY FIRE PROTECTION DISTRICT #8
Minutes of Board of Commissioners Meeting

October 20, 2021

Call to Order: 5:34pm

Roll Call:

Michael Anderson
Sandra Slifer
Stephen Saussy
Jeff King

Absent: Brandon Brener

Also, Present:

Susan Ohlenforst, Board Secretary
Chief Brandon Stein
Jay Hawkins
Captain Daniel Fuselier

Pledge of Allegiance: Recited

Modification of Agenda: Request was made by Slifer to add Jay Hawkins, STFD8 Financial Advisor/Auditor, to the agenda. Upon motion by Slifer, seconded by Saussy Hawkins was add to the agenda after the financial report was given. It was unanimously approved.

Hearing of Public Concerns: None

Secretary's Report:

Upon motion by Slifer, seconded by Saussy, the meeting minutes for August 18, 2021, were unanimously approved.

Financial Report including a P&L Budget Performance for the month of August 2021 and a Check Register Report for the General Fund Account up to August 31, 2021, were presented. Balance of General Fund as of August 31, 2021, was \$765,823.51 with \$547,494.04 being current year funds and \$218,332.47 being Capital Funds from previous years money. The balance in the Emergency Fund was \$263,657.57. Upon motion by Slifer, seconded by Saussy, the financial statements for August 2021 were unanimously approved.

Financial Report including a P&L Budget Performance for the month of September 2021 and a Check Register Report for the General Fund Account up to September 30, 2021, were presented. Balance of General Fund as of September 30, 2021, was \$643,559.52 with \$427,057.05 being current year funds and \$216,502.47 being Capital Funds from previous years money. The balance in the Emergency Fund was \$263,685.74. Upon motion by Slifer, seconded by King, the financial statements for September 2021 were unanimously approved.

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Hawkins discussed the budget process with the board.

Communications: Ohlenforst reported a new vendor Crane Templet, LLC

Chief's Report:

August 2021

Vehicles and equipment

- Normal general repairs and upkeep on units

Personnel

- No quarantine due to Covid exposure and/or contraction
- Current personnel numbers are as follows:
Paid- 12
Part-time- 13
Volunteer-10

Annual testing and inspections

- Continuing as scheduled
- Occupancy inspections have resumed. Operator Taylor and Captain Givens developed the program to ensure uniform inspections.

Training

- Daily training
- Tower drills
- On-line
- We continue to have Certifications being achieved on a regular basis

Communications

- Options are still being explored for the Station-81 project. Chief has been in touch with rural development as to possible grants, as well as researching multiple other funding sources.

September 2021

Vehicles and equipment

- Normal general repairs and upkeep on units
- Station-81 generator went out of service on August 28, 2021, the cost to make repairs does not justify making the repair due to the age of the generator and the parts not being readily available, if available at all. New generator is the only option.

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- Engine-85 (spare) is no longer serviceable due to age and mechanical issues, there is no justification to spend any funds to make repairs. Recommend finding a replacement truck (used). Discussion on Engine-85 replacement. Stein indicated he came across a great deal to purchase a used engine from the Killona Fire Department. Motion by Slifer, Seconded by King to purchase the engine for Killona Fire Department budget was approved at \$2500.00, it was unanimously approved.

Personnel

- No quarantine due to Covid exposure and/or contraction
- Current personnel numbers are as follows:
Paid- 12
Part-time- 12
Volunteer-10

Annual testing and inspections

- Continuing as scheduled

Training

- Daily training
- Tower drills
- On-line
- We continue to have Certifications being achieved on a regular basis

Communications

- Station-81 update- research is continuing, options and funding sources to carry out the project.

Hurricane Ida

- All paid personnel were on hand for Hurricane Ida. All Stations were manned with four people or more from 1900 hours on August 28, 2021, until August 30, 2021, at 1900 hours. In the days after, manpower numbers remained heightened due to recovery efforts as well as assisting other agencies. Our main priorities were opening roadways, assessing damage, and assisting the public and other agencies. Before, during and after the storm our personnel performed flawlessly, even when faced with unfavorable conditions. Our personnel provided support to the citizens, the town, the parish as well as participated daily in the distribution of supplies to the citizens. The

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event was major, but as the leader of this organization, I attest that the performance of our personnel ultimately leads to the disaster response seeming as if it was a very minor event. As being one of the remaining employees, that were present for Hurricane Katrina, the situation was a lot less stressful, more organized and focused on the community and the willing participation of our personnel was very admirable. The plan was formulated, communicated, and executed. We have held briefings in the weeks after to discuss any inefficiencies, as well as continuing to improve our operations in these times.

Old Business:

Station 81 Renovation Update: Chief Stein gave update in his chief's report.

Policy and Procedures: None to present.

New Business:

Budgeting Submitted for Adoption and to publish for public review: At this time the budget is still in the planning stages. It was stated that a budget meeting would need to be set up to finalize the budget for adoption and presentation.

2021 Audit Engagement: Ohlenforst reported that it will be coming up at the end of the year.

Discussion: Generator and Cameras: Chief Stein requested the purchase of cameras for all three stations. Chief stated the cameras would not be placed in the living quarters. The board agreed that the cameras were needed and were in favor of the purchase. The cameras would not exceed the \$1500.00 allowable purchase authority for the Chief.

Property Insurance Renewal 2/2022: Ohlenforst reported to the board that the property insurance would be coming up for renewal. She stated that we would be receiving a quote from Bernard Insurance Agency.

Commissions expiring 12/2021 Stephen Saussy: Anderson suggested to Saussy to reach out to the Parish President office to renew his term.

Adjournment:

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