

ST. TAMMANY FIRE PROTECTION DISTRICT #8

Minutes of Board of Commissioners Meeting

October 19, 2023

Call to Order: 5:46 pm

Roll Call:

Sandra Slifer, Vice-Chairwoman
Brandon Brener
Jeff King

Also, Present:

Chief Brandon Stein
Sue Ellen Stewart, Board Secretary
Captain Eric Givens
Captain Daniel Fuslier
FF/Operator Michael Taylor
FF/Operator Barry Smith
Ken Schroeder, Pastor Sweetwater Church

Absent:

Michael Anderson, Chairman
Stephen Saussy

Pledge of Allegiance: Recited

Modification of Agenda: Motion made by S Brener and seconded by J King to move up the new facility update.

Facility Update: Captain Givens reported that three architects: Blitch Knevel, Greenleaf, and Joseph Schneider, were selected to give presentations of their organization and ability to meet our needs. A special meeting will be held, tentatively set for Nov. 15th. E Givens will work with S E Stewart to schedule based on architects and board members availability.

Public Concerns: Nothing to address

Secretary's Report:

Upon motion by B Brener, seconded by J King, the meeting minutes for September 20, 2023, were unanimously approved.

Financial Report includes a P&L Budget Performance for the month of September 2023. The balance of Operating Account as of September 30, 2023, was \$948,451.52, Emergency Funds of \$123,034.87 and CD's totaling \$182,863.03. For a total of \$1,254,349.42.

CD Account	Balance	Maturity
561278	\$20,055.63	1/25/24
561619	\$20,055.12	3/27/24
561673	\$20,054.96	10/24/23
561746	\$20,292.48	12/20/23
561942	\$20,419.42	10/16/23
562056	\$20,512.44	11/7/23
562219	\$20,461.91	12/5/23
562429	\$20,554.64	1/3/24
562955	\$20,456.43	2/17/24
TOTAL	\$181,863.03	

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Salary expenses compared to budget are higher than anticipated due to the Vernon Parish wildfire deployment project. We will receive reimbursement for this project as well as prior deployment to St. Charles parish.

SE Stewart determined we do not have to amend the budget unless the total budget variance is more than 5%.

Discussed depreciation versus capital investments. S Slifer suggested we review and verify the fixed asset list to ensure we are carrying the correct amount on our P&L and balance sheet. S Slifer requested we compile the numbers using both depreciation and Capital Acquisitions on the appropriate reports to determine which method we'll use going forward.

The motion was made to approve the September 2023 treasurer report by J King, seconded by B Brener and was unanimously approved.

Communication: No update

Chief's Report:

Vehicles and equipment-

- Light tower is in-service
- 2008 F350, 1994 Engine and Old Station-81 generator sold at auction for \$11,690.00 combined total

Facilities-

- Driveway at Station-2 was graded for Polling

Personnel-

- 12 Paid Personnel
- 13 Part-Time Personnel

Training

- Several personnel to attend Wildfire training over the next several weeks. Classes are free, will only cost some lodging.

Annual testing and inspections-

- Inspections are up to date and continuing.
- Hydrant painting is nearing completion.

Old Business:

Updated Procedures: No additional procedures were presented. Updates will be an ongoing process.

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Proposed Public Records Request Fee Schedule: Policy was previously distributed and reviewed. No revisions were received. Further work will be done on the specific fees and distributed once complete.

New Business:

Budget Submitted for Adoption and Publication for Public Review: Motion was made to adopt and publish the budget by J King, seconded by B Brener and was unanimously approved. A roll call vote was taken:

YEAS: (3) S Slifer, B Brener, J King

NAYS: (0)

ABSENTS: (2) M Anderson, S Saussy

2023 Audit Engagement & Discussion: SE Stewart will research the number of years current CPA; Griffin & Furman have provided services and item will be carried over to next month for decision.

Commissions Expiring

- Mike Anderson 12/23
- Jeff King 12/23 is appointed by the Parish president & will follow up with paperwork
- Stephen Saussy 12/23 resigning after term

PAF's: No forms were presented

Adjournment @ 6:44: Motion to adjourn submitted by B Brener, seconded by J King, the motion was unanimously approved.

Next Meeting: November 15, 2023, at 5:30pm