

***ST. TAMMANY FIRE PROTECTION DISTRICT #8
Minutes of Board of Commissioners Meeting
May 23, 2018***

Call to Order: 5:30pm

Roll Call:

Jay Hawkins
Ryan Murphy
Sandra Slifer
Ellis Simpson

Also Present:

Janet Dufrene, Board Secretary
Steven Glynn; Fire Chief

Pledge of Allegiance

Modification of Agenda: None

Hearing of Public Concerns: None

Public Hearing: Millage Discussion. No public were present to discuss setting millage rates.

Secretary's Report:

Upon motion by Slifer, seconded by Simpson, the meeting minutes for April were unanimously approved.

Financial Reports, including a P&L Budget Performance for the month of April 2018 and a Check Register Report for the General Fund Account up to April 30, 2018 were presented. Discussion occurred about the current variances in budget versus actuals. Balance of General Fund as of April 30, 2018 was \$100,858.28. Balance of LAMP General Savings was \$805,853.03 with \$590,269.94 being current year funds, \$70,000 being held back ad val from December and \$145,583.09 being Capital Funds from previous years money. The balance in the LAMP Emergency Fund was \$252,459.93.

Upon motion by Slifer, seconded by Simpson, the financial statements for April 2018 were unanimously approved.

Chief Report:

PIAL: Field visit by PIAL representative Ken Weber scheduled for September 25 and 26, 2018.

Vehicles and Equipment: The new Captain's vehicle Ford Interceptor SUV has been ordered, should be available in another 2 to 4 weeks. Since our last meeting Unit 81, Unit 82, Engine 81, Engine 82 and Rescue 82 have all required repairs. Engine 85 had also developed a significant leak, but upon further inspection it required only a new intake valve. Discuss the tanker District 2 will be selling in September.

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Annual Testing and Inspection: Hydrant and Pump testing will resume in the Fall; hydrant tests are complete for 2018.

Fire Prevention: All businesses inspected within our District have made (or are in the process of making corrections to the code infractions cited by Inspector Burns.

Training: The Fire/Rescue 1 Academy course “Personal Protective Equipment and Self-Contained Breather Apparatus” was assigned for all personnel. Training at District 4 was “Preparing for Mass Casualty Incidents.”

Firehouse/Emergency Reporting: Emergency Reporting is everything it was promised to be. Producing Fire Reports for the public can be done in just a few minutes and the reports are more readable and have a professional appearance.

Station Improvements: I recommend that action be taken as soon as possible regarding the outdoor stairwells at Station 81. We have two bids and are awaiting a third, request approval to award contract to lowest bidder upon receipt of low bid. Contract not to exceed \$18,000.

1. Suggest putting Station 82 on hold until stairs at Station 81 are completed.
2. The replacement generator for Station 82 was purchased from Federal Surplus for \$3000, it is a 60KW OTAN generator with a John Deere motor with 50 hours of run time. It is being stored on the apparatus floor and needs to be installed.

Firefighter Illness and Injury: No injuries or extended sick leave to report.

Personnel: We have hired 2 new part time Firefighters, but we have lost one (for the time being) as he was hired full time at District 12.

Chief’s Association: Minutes for the April Meeting and May agenda are available.

Upon motion by Simpson, Seconded by Murphy, it was unanimously approved to allow Chief Glynn to proceed with the replacement of the outside stairs once a third bid has been obtained. The lowest bid of the three will be accepted with the chosen bid not to exceed \$18,000.

Old Business:

Annual Financial Audit Review & Acceptance: Upon motion by Slifer, seconded by Murphy, it was unanimously approved to defer the discussion and acceptance of the Annual Financial Audit until the June 2018 meeting in order to allow for the Auditors Griffin & Furman to attend.

BP 204 Purchasing was presented for review to replace the prior Purchasing policy that was in place. This new policy addresses purchase orders, receiving, Invoicing, approval, and public bid laws. Upon motion by Slifer, seconded by Simpson, it was unanimously approved

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to replace the previous purchasing policy in the Standard Ops Manual with the new BP 204 policy.

New Business:

Adopt the millage rates:

A resolution was presented as follows:

BE IT RESOLVED, that the following millage(s) are hereby levied on the 2018 tax toll on all property subject to taxation by St Tammany Fire District #8:

Acq. & Maint.	1069039	14.630mills
Acq. & Maint.	1069084	9.750mills
Acq. & Maint.	1069109	9.800mills

BE IT FURTHER RESOLVED that the proper administrative officials of the Parish of St Tammany, State of Louisiana, be and they are hereby empowered, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2018, and make the collection of taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by 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: Hawkins, Slifer, Murphy, Simpson

NAYS: 0

ABSTAINED: 0

ABSENT: 0

Discuss Replacing Fire Rating Sign:

Mayor Lemons has requested that STFD8 replace the old Smokey The Bear sign that used to be in the center of town. The old sign gave a fire hazard rating each day that needed to be changed manually. The old sign was broken, and the bear stolen many years ago. After researching pricing to replace the signage it was decided that the fire district would hold off on replacing that sign until the new electronic sign is constructed in the middle of town. That sign should have the capability to list the fire hazard rating each day electronically and wouldn't require additional space or cost. In the meantime, Janet has placed a link to the State Fire Marshal's website on the STFD.com webpage so that residents can check the hazards in real time.

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