



St. Tammany Parish Fire Protection District # 3

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Patrick F. Sicard
Fire Chief

Regular Public Meeting of the Board of Commissioners January 12, 2022 *Meeting Minutes*

Called To Order:

Chairman Danny MacGregor called the meeting to order on Wednesday, January 12, 2022 at 6:00 PM.

Pledge of Allegiance

Roll Call:

Danny MacGregor, Leo Casanave, Jeanne Hutchison, Murphy Arsenaux, and Raymond Batiste are present.

Chad Danenhower and Mark Waniewski with PMI are present. Troy Ingram, legal is present.

Secretary Minutes:

Approve minutes of December 8, 2021.

Mr. Casanave made a motion to approve the minutes from December 8, 2021 regular meeting. Mr. Arsenaux seconded. A vote was taken.

Motion carries.

Treasurer Report:

Mrs. Hutchison stated that the December Operating Account had a previous balance of \$576,572.21. Closing balance was \$678,007.98. Interest earned was \$854.07. There an ad valorem deposit of \$116,726.57 is early receipt of 2022. There is also a deposit of \$34,131.44 that is the 2020 Ad valorem hold back. There was also a deposit of \$60,000.00 from Folgers.

The December Allocated Funds opens with \$145,027.08. Interest paid \$184.76 and closed with \$145,211.84.

The December Capital Assets Account shows a balance of \$42,744.10 and closed with \$42,745.19.

The December Sinking Fund has a balance of \$1500.28.

Mr. Casanave made a motion to accept the Treasurer's report. Mr. Batiste seconded. A vote was taken.

Motion carries.

Chief's Report:

- 1) YTD incidents. Chief Sicard 2021 ended with 1735. 1382 EMS, 359 non EMS.
- 2) Monthly incidents. December ended with 31 non EMS, 127 EMS with total of 158 in December. To date in January there are 13- non EMS and 43 EMS calls.
- 3) Advise of ITG Strategies Consulting. Chief Sicard stated that Medicare has started with extremely detailed audits and we have been pulled to collect information. Tracy Wold with ITG Strategies will handle all details that CMS is mandating. Mr. Waniewski stated that he is also handling other departments and his audit fee is covered by increased revenue. He audits and makes sure that everything is being billed properly. Tracy Wold will be available for the February Board meeting to go more in detail of his company.

Mr. Batiste made a motion to accept the Chief's report. Mrs. Hutchison seconded. A vote was taken.

Motion carries.

Assistant Chief's Report:

- 1) Update on Firehouse Subs Grant. Assistant Chief Geissler stated that in 2021 he applied for the Firehouse Subs Public Safety Foundation Grant, this can be done every two years, to replace some extrication equipment that is out dated and they no longer make parts for. A request for \$31,000.00 grant was made and as of January 6th he was notified that the department was awarded the grant in the amount of \$31,660.21 to purchase spreaders, cutters, rams, they're all battery operated, battery chargers are included. These are also portable. Assistant Chief Geissler stated that once the equipment was in hand they would do PR to show the public.

Mr. Casanave made a motion to accept the Assistant Chief's report. Mrs. Hutchison seconded. A vote was taken.

Motion carries.

Old Business:

Executive Session – To discuss Evaluation of Chief and Chief pay scale. Mrs. Hutchison made a motion to enter Executive Session. Mr. Batiste seconded. A vote was taken.

Motion carries.

The Board went into Executive session at 6:32.

Mrs. Hutchison made a motion to come out of Executive session. Mr. Arsenaux seconded. A vote was taken.

Motion carries.

Mr. MacGregor stated that the Board came out of Executive session at 6:59. There was no action taken in Executive session.

Mrs. Hutchison made a motion to approve the pay increase for the Chief as it has been for all personnel, it would leave him in a pay range fitting to the size of the Department and is a midpoint for all Chief's in the Parish. Mr. Batiste seconded. Resolution 2022-007 will be a record keeping resolution at the February meeting. A vote was taken.

Motion carries.

PMI report:

2021-028: BOC Resolution (Approval of the 2022 BOC Regular Meeting Schedule for District NO. 3). Record keeping only.

2022-001: BOC Resolution (BOC Chairman Vote of Confidence). Mrs. Hutchison made a motion to approve Resolution 2022-001 relating to the Vote of Confidence for Chairman of the Board of Commissioners for District 3. Mr. Batiste seconded. No further discussion. A vote was taken.

Motion carries.

2022-002: BOC Resolution (BOC Election of Officers). Relating to the Election of Officers for the Board of Commissioners for District 3. All officers agree to serve in the same position for calendar year 2022.

- Vice Chairman – Murphy Arsenaux
- Treasurer – Jeanne Hutchison
- Secretary – Leo Casanave
- Chairman – Danny MacGregor
- At large – Raymond Batiste

Mr. Arsenaux made a motion to accept agreement. Mrs. Hutchison seconded. A vote was taken.

Motion carries.

2022-003: BOC Resolution (Professional Services Vote of Confidence)

- A. PMI Resource, LLC
- B. Risk Solution, LLC (Affiliated Company of PMI Resource, LLC)
- C. Archie Tatford, III, Medical Director
- D. Ericksen, Krentel & LaPorte, LLP Certified Public Accountants & Consultants

Mr. Arsenaux made a motion to adopt Resolution 2022-003. Mr. Casanave seconded. No further discussion. A vote was taken.

Motion carries.

2022-004: BOC Resolution (Professional Services Vote of Confidence – Legal Services)

Mr. Casanave made a motion to approve. Mr. Batiste seconded. No further discussion. A vote was taken.

Motion carries.

2022-005: BOC Resolution (Approve Amended 2021 Budget). Mr. Batiste made a motion to approve Resolution 2022-005. Mrs. Hutchison seconded.

Mr. Waniewski stated that two principal things done. The Bond expenditures were stripped out of Operating budget, the Bond expenditures. The true budget surplus of 2021 is on page two in the total of \$285,163.80 of all cash receipts and all expenditures minus the Bond money that was segregated for accounting. There was \$308,000.00 taken from the Operating budget and moved to a Bond accounting on page three. To make the amended budget comply with the Legislative Auditor requirements of expenditures greater than 105% or your receipts are at 95% or less, you are required to amend it. Because of sick leave and Covid sick leave that were unexpected, prior to the modification the budget was at 106.9%.

By modifying those two line items it is at 103.68%. On page three all Bond expenditures are captured. This amendment cleans up the budget for a final statement for 2021.

A vote was taken.

Motion carries.

2022-006: BOC Resolution (Approve Surplus of Equipment). Mr. Arsenaux made a motion to approve Resolution 2022-006. Mr. Casanave seconded. A vote was taken.

Motion carries.

Mr. Batiste made a motion to accept the PMI report. Mrs. Hutchison seconded. A vote was taken.

Motion carries.

Adjournment:

Mr. Batiste made a motion to adjourn. Mrs. Hutchison seconded. A vote was taken.

Motion carries.

Meeting adjourned at 7:18.