



St. Tammany Parish Fire Protection District # 3

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Patrick F. Sicard
Fire Chief

Regular Public Meeting of the Board of Commissioners December 13, 2023 *Meeting Minutes*

Called To Order:

Chairman Danny MacGregor called the meeting to order on Wednesday, December 13, 2023 at 6:02PM.

Pledge of Allegiance

Roll Call:

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

Secretary Minutes:

Approve minutes of November 8, 2023.

Mr. Casanave made a motion to approve the minutes from November 8, 2023, regular meeting. Mr. Batiste seconded. A vote was taken.

Motion carries.

Treasurer Report:

Operating account – opened with \$1,319,942.63 credits of \$64,003.55, debits \$157,201.23 service charge of \$169.83 interest paid \$4150.93 with an ending balance of \$1,230,726.05.

Allocated Funds - opened with \$24,940.19, interest paid \$81.33, with an ending balance of \$25,021.52

Capital Asset account – opened with \$42,885.58, interest paid \$10.57. with an ending balance of \$42,896.15.

Sinking Funds – opened with \$1505.44, interest paid .37, with an ending balance of \$1505.81.

Mrs. Hutchison asked about the EMS income of \$61,000.00 being higher than normal. Chief Sicard stated that it was for the month of November, and he would look into it.

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

Motion carries.

Chief's Report:

- 1) YTD incidents: 1939 year to date calls
- 2) November incidents: 194 for the month of November as follows:

CALL TYPE	NOVEMBER 2023	YEAR TO DATE
Structure Fires	2	8
Vehicle Fires	1	14
Trash Fires	5	22
Wildland/Grass Fires	9	73
Burn Complaints	7	37
EMS	120	1414
Vehicle Accidents	10	89
Hazardous Conditions	2	26
Service Calls	18	107
False Alarms	17	115
Good Intent Calls	3	34
TOTAL	194	1939

3) Remind BOC to contact Councilman. Chief Sicard stated that the next meeting will be the last meeting before the new Councilman, Joe Impastato would assign a new Board if he chooses. He would like to review everyone's resume and for the Chief to pass his info to each board member to let him know if you are still interested in staying on the Board.

Chief Sicard asked that the Board open the agenda to discuss the transfer of money.

Mrs. Hutchison made a motion to open the agenda. Mr. Batiste seconded. A vote was taken. Motion carried.

Mr. Arsenaux made a motion to address transfer of money. Mrs. Hutchison seconded. A vote was taken. Motion carried.

Mr. Arsenaux made a motion to discuss a CD. Mr. Casanave seconded. A vote was taken. Motion carried.

Chief Sicard stated that as of the end of November, there is approximately \$1,435,600 in the Operations account. The balance in the Operations account at the end of December will be \$1,625,742.00. His proposal was to transfer to Allocations account to his "phantom accounts" as follows:

- \$300,000.00 in the Contingency fund
- \$350,021.53 in the Apparatus fund
- \$325,000.00 in the building fund
- \$50,000.00 in the equipment fund

Mr. Arsenaux asked for a fire year plan. Chief Sicard stated that would be ready in January. His business plan as of now is not so specific. He asked for a committee to discuss in detail when the time came. Mr. Arsenaux would like to see if goals are being met. The remaining balance in the Operations account with the transfer would be \$625,742 which includes the CD. Mr. Batiste made a motion to accept the proposal to transfer \$1,000,000.00 to the Allocations Account. Mr. Casanave seconded. A vote was taken. Motion carried.

Proposal #2 – Discussion of a CD. Chief Sicard stated that the CD that we already have, started June 8, 2023 and matured September 5, 2023 then it rolled over to a second 90 day CD with a maturity date of December 3, 2023. \$4874.64 interest was made. Chief Sicard stated that he made an executive decision to roll it over again because it needed to be done before the Board meeting. It was rolled over again with a maturing date of March 1, 2024. The starting balance of this CD was \$204,874.64 and the APY from now until March 1 is 5.03%. He stated the Ms. Wynn recommended that the Department can do another CD for five months with an APY of 5.25% .

Mrs. Hutchison made a motion to put \$200,000.00 in a CD for five months. Mr. Batiste seconded. A vote was taken. Motion carried.

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

New Business:

1) Approve 2024 Regular Monthly Meeting Schedule. Under PMI

PMI Report:

A. 2023-021: BOC Resolution (Approve IGA for Emergency Communications & Dispatching Services with STFPD No. 1) Mrs. Hutchison made a motion to approve. Mr. Arsenaux seconded. A vote was taken. Motion carried.

B. 2023-022: BOC Resolution (Approve 2024 BOC meeting schedule) Mr. Arcenaux made a motion at approve the following dates:

Jan. 10, 2024

Feb. 14, 2024

March 13, 2024

April 10, 2024

May 8, 2024

June 12, 2024

July 10, 2024

August 14, 2024

September 11, 2024

October 9, 2024

November 13, 2024

December 11, 2024

Mrs. Hutchison seconded. A vote was taken. Motion carried.

C. 2023-023: BOC Resolution (Approve 2023 LLA Audit Engagement) Mr. Batiste made a motion to approve. Mr. Casanave seconded. A vote was taken. Motion carried.

D. 2023-024: BOC Resolution (Approved 2023 Early Ad Valorem Receipt for 2024 Operations)
This puts \$238,236.92 in to the 2024 budget. Mr. Arsenaux made a motion to approve. Mr. Batiste seconded. A vote was taken. Motion carried.

Adjournment:

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

Motion carries.

Meeting adjourned at 7:03.