



## **St. Tammany Parish Fire Protection District # 3**

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Patrick F. Sicard  
Fire Chief

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### **Regular Public Meeting of the Board of Commissioners**

**October 11, 2017**

***Meeting Minutes***

#### **Called To Order:**

Chairman MacGregor called the meeting to order on Wednesday, October 11, 2017 at 6:00 PM.

#### **Pledge of Allegiance**

#### **Roll Call:**

Danny MacGregor, Leo Casanave, Jeanne Hutchison, Raymond Batiste, and Murphy Arsenaux are present. Mark Waniewski, Troy Ingram, Chief Patrick Sicard, and Assistant Chief Scott Lober are also present.

#### **Secretary Minutes:**

Minutes of September 13, 2017 regular meeting.

Mr. Casanave made a motion to dispense with the reading of the minutes from September 13, 2017. Mrs. Hutchison seconded. A vote was taken.

Motion carries.

#### **Treasurer Report:**

Mrs. Hutchison stated that the Capital One account has been closed. Mrs. Hutchison stated that all looked in order and asked if Mr. Waniewski wanted to discuss anything. Mr. Waniewski stated that on page three of six of the financial reports, Receipts/Disbursements, there was a line item added under revenues for AFG grant awards. Mr. Waniewski stated that there is \$274,425.00 that is the awarding of that grant for the LifePak 15's and the SCBA's. He stated that this was not in the original budget because it was not known if it would be awarded in 2017. Mr. Waniewski pointed out that footnotes have been added to the financials, "see note(1)" – Awarded AFG grant, "see note (2)" on page three of the financials under Medical Equipment shows a budget line item approved of \$3000.00 but \$100,462.00 has been spent to date. This expenditure is for the LifePak 15's, the "see not (1)" shows that those would not have been purchased if the grant had not been awarded. These foot notes were added to explain these expenditures. For the October financials, Equipment Expense will have a "see note (3)" when the \$175,000.00 is paid for the SCBA's which was awarded by the grant as well. Mr. Waniewski wanted the board to be aware of these adjustments because of the awarded of the grant.

Mr. Batiste made a motion to accept the financial report. Mr. Arsenaux seconded. A vote was taken.

Motion carries.

**Chief's Report:**

Chief Sicard reported.

- 1) Year to date calls - 1074 calls
- 2) September closed out at – 115 calls
- 3) Hurricane Nate: Chief Sicard stated that the Department has prepped to be as ready as possible. He stated that since Hurricane Nate was predicted to have a high probability to hit our area the Department was ready to go. Chief Sicard stated that he wanted to commend District 1 and District 13 who assisted him in searching and bringing in extra resources. He was able to get three firefighters certified in swift water rescue and have a five ton military vehicle to come to the area for the Saturday night to Sunday morning time frame. A boat was also loaned to the Department in case it was needed. Chief Sicard stated that he monitored the storm and activated all employees to come in from 5:00 p.m. until 7:00 a.m. Sunday morning. Chief Sicard stated that he released all employees except the ones that should be on duty at 7:00 a.m. since the storm missed the area.
- 4) 2018 Fall election timeline: Chief Sicard stated that he contacted Mr. Schluter who was out of town at the time, Mr. Schluter stated that he will get back with Chief Sicard with a timeline of the election if the Department is considering a parcel fee next fall.
- 5) Christmas Decoration Proposal: Chief Sicard stated that Mr. Anthony Bondi, who is the owner of Lacombe Family Pharmacy, and also a community activist who is trying to improve the holiday season by using the Department front lawn for decorations. Lacombe True Value will be donating all of the supplies needed. Mr. Bondi is working with Cleco to see if Cleco will fund the small amount of electricity that it will take to light the decorations. If Cleco refuses, it was discussed earlier with Chairman MacGregor that the cost would be insignificant for the Department to pay which would be the backup plan. Chief Sicard wanted to discuss with Mr. Ingram if there would be an issue with the Department paying. Mr. Waniewski has also inquired about insurance when non employees are working on this project on Department property. Chief Sicard stated that this was just for information only discussion and no decisions will be made tonight.

**Assistant Chief's Report**

Training/Employment Updates: Assistant Chief Lober stated that Captain Danny Rodriguez just completed his Water Rescue certifications. He has awareness Operations and Technician level.

Firefighter/Operator Evan Geraci is currently taking an Aerial Operations.

Employment updates: There was one full time resignation, Conor Shooltz relocated back to her home state.

Assistant Chief Lober also stated that three new contract workers were hired.

**New Business:**

**1) PMI Report:**

**1. Financial Reports**

1. September Financial Statements: Covered under Treasurers report.

2. 2017 Budget Revision Comments: Mr. Waniewski stated that at the November meeting a 2017 Budget Revision will be submitted to the Board. This does not require advertisement.

3. 2018 Budget Proposal Comments: Mr. Waniewski stated that a 2018 Proposed Budget which does require a 10 day minimum advertisement which we will have sufficient time to do prior to the December meeting. The December meeting is sufficient time to approve the 2018 Budget prior to the 15 days before the end of the year.

Mr. Waniewski also stated that a proposal to engage an audit firm prior to yearend which is a LLA requirement. He is waiting to hear back from more than one firm to put a proposal in to the District.

Mr. Waniewski also stated that he met with Whitney Bank and he received a verbal commitment that the 1.25% interest rate will continue for a five year period with no fees. He is waiting on a formal contract on that.

Mr. Waniewski also discussed the ad valorem and the effect of losing the Heart Hospital and how that would affect the 2018 Budget. Further information will be at the November meeting.

PMI report concluded.

Mr. Casanave made a motion to go into Executive session. Mr. Batiste seconded. Mr. MacGregor stated that the Executive session was to discuss James Dumas v. St. Tammany Fire Protection District 3, etal. A roll call vote was taken.

Murphy Arsenaux – yes  
Leo Casanave – Yes  
Danny MacGregor – Yes  
Raymond Batiste – Yes  
Jeanne Hutchison – Yes.

Motion carries.

Executive session started at 6:34p.m.

Executive session ended at 7:25 p.m.

Mr. Casanave made a motion authorizing the settlement agreement as proposed subject to removal of two words which were discussed in Executive session. Mrs. Hutchison seconded. A vote was taken.

Motion carries.

**Adjournment:**

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

Motion carries.

Meeting adjourned at 7:27 p.m.