



Michael P. Stein  
Fire Chief

# ST. TAMMANY FIRE PROTECTION DISTRICT NO. 2



Myron Bourg  
Board Chairman

*"Excellence In The Face Of Adversity"*

**St. Tammany Parish Fire District No. 2  
Regular Scheduled District Board Monthly Meeting  
133 Mabel Drive, Madisonville, La 704  
November 21, 2017 @ 6:15pm**

**Board Members Present:** Myron Bourg, Mike Murphy, Rosalie Boudreaux, Keith Dennis, Dale Shows

**Board Members Absent:**

**Employees Present:** Chief Hess, Deputy Chief Windom, Rachel Alphonso, Captain Bouey, Operator Sharpe, District Chief Leblanc

**Guest Present:** Chad Dannhower with PMI, Wynn Williams with Whitney Bank

**Meeting Called to Order @ 6:15 p.m.**

- 1. Rachel Alphonso called roll; members present; quorum.**
- 2. Motion to adopt the Agenda for November 21, 2017:** Keith Dennis made a motion to adopt the agenda for the October 10, 2017 Board Meeting. Mike Murphy seconded the motion. Board Chairman Bourg asked for public comment. There was none; motion carried.
- 3. Approval of October 10, 2017 Minutes:** Board Chairman Bourg asked the Board Members if they had a chance to review the minutes from the October 10, 2017 meeting. Board Chairman Bourg asked if there were any question or concerns; Mike Murphy stated that he had given Rachel some grammar correction before the meeting. Mike Murphy made motion to approve the minutes from the October 10, 2017 meeting with the corrections. Keith Dennis seconded the motion. Board Chairman Bourg asked for public comments. There was none; motion carried.
- 4. Financial Report:** Board Chairman Bourg asked the board if everyone had a chance to review the October financials, and asked if anyone had any questions. Dale made a motion to approve the financials for the month of October. Rosalie Boudreaux seconded the motion. Board Chairman Bourg asked for public comment. There was none; motion carried.

**St Tammany Parish Fire Protection District No. 2**

**Administration Office**

**Office Number (985) 845-3330 Fax Number (985) 845-3971**

**Web Address: [www.firedistrict2.com](http://www.firedistrict2.com)**



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## 5. Old Business-

- A. Chief Hess updated the board on Station 21 Construction. Chief Hess stated that work is on scheduled. The metal building is being installed. Chief Hess stated that there will be a change order for the plat form for the a/c units and generator. Right now it is planning on being treated lumber will be changed to metal. To hold the weight of the generator. Chief Hess stated that he will start shopping for appliance here shortly.
- B. Board Chairman Bourg gave the board an update on the property that we are inquiring to purchase. Board Chairman Bourg and Chief Hess met with the family and they are scheduled to walk the property on December 8, 2017.

## New Business

- A. Board Chairman Bourg introduced Mrs. Wynn Williams from Whitney Bank to discuss a fixed interest rate that would be offered to the Fire District. Mrs. Williams discussed with the board about moving money to Whitney Bank and received a fixed interest rate of 1.5% for 60 months. The board was provided a contract to sign and after a brief discussion decided that it would be tabled until the December Meeting.
- B. Rachel Alphonso discussed with the board about the insurance renewal for 2018. Rachel stated that she met with Stephen Fink who is our insurance representative and he provided up with the numbers for the 2018 Insurance renewal. It is going up 3.5% for the year. The buy up option that our employees are offered is going up 8.5 %. The renewal does not need to be signed until January. There was no action taken on this. .
- C. Chief Hess presented the board with the completed budget that will be advertised on December 6, 2017 and approved on December 12, 2017 at the monthly board meeting.
- D. Chief Hess presented the board with the paperwork to purchase a new Tahoe. After a discussion with the board, Mike Murphy made a motion to purchase a 2018 Tahoe with \$38,000.00 out of reserve funds. Dale Shows seconded the motion. Board Chairman Bourg asked for public comment. There was none; motion carried.
- E. Chief Hess presented the board with a list of equipment that is surplus and needs to be disposed. The equipment is old and broken and has no value to the department.

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## 6. Human Resources

- A. **Resolution No. 2007- 38** Resolution of Board of Commissioners of St. Tammany Fire Protection District No. 2 Relating to the Renewal of the Commercial Property, Causality & Auto Insurance for District No. 2. Mike Murphy made a motion to accept Resolution No. 2017-38. Rosalie Boudreaux seconded the motion. Board Chairman Bourg asked for public comment. There was none; motion carried.
- B. **Resolution No. 2017-39** Resolution of Board of Commissioners of St. Tammany Fire Protection District no. 2 relating to the Approval to Advertise the 2018 Proposed Budget for District No. 2. Rosalie Boudreaux made a motion to accept Resolution No. 2017-39. Mike Murphy seconded the motion. Board Chairman Bourg asked for public comment. There was none; motion carried.
- C. **Resolution No. 2017-40** Resolution of Board of Commissioners of ST. Tammany Fire Protection District No. 2 Relating to the Surplus of Equipment for District No. 2. Mike Murphy made the motion to accept Resolution No. 2017-40. Keith Dennis seconded the motion. Board Chairman Bourg asked for public comment. There was none; motion carried.
- D. Chad Danninghower discussed with the board about the Overtime was not being calculated correctly for Retirement with Paylocity. We started the payroll service with Paylocity in November 2015. The Retirement needs to be figured from November 2015 to October 2017 when PMI took over. Mike Murphy Made a motion to allow Rachel Alphonso to figure out the amount of retirement that needs to be paid which will be overseen by PMI. Keith Dennis seconded the motion. Board Chairman Bourg asked for public comment. There was none; motion carried.

## 7. Chiefs Report

- A. Chief Hess read the Chief’s report. Chief Hess presented the board some issues with Ladder 23 that was just purchased. There is some structural issues going on with the truck. We are in talks with Peirce to get the issues fixed. Will keep the board informed on the process.



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## 8. Adjournment

- A. Mike Murphy made a motion to adjourn the meeting. Keith Dennis seconded the motion. Board Chairman asked for public comment. There was none; motion passed. Meeting adjourned at 8:38 p.m.