

FIRE PROTECTION DISTRICT #4
BOARD OF COMMISSIONERS
9760 Florida Blvd (Administration House)
Walker, LA 70785

November 19, 2018
Minutes

Chairman Dugas called the Public Hearing of the Board of Commissioners to order at 5:48 p.m. The invocation was given by Mr. Falks and the assembly recited the Pledge of Allegiance.

Chairman Dugas ask for any public comments; no comments were made.

Chairman Dugas called the roll with the following members present: Joseph Blanchard, Robert Dugas, and Leslie Falks. Darren Blevins and Jeff Easley were absent. Chief James T. Wascom, Board of Commissioners Secretary Tasha Killcrease, and Deputy Chief Trey Jackson were also present.

Chief Wascom presented the Budget packet to the Board which contained the message from preparer, authorization resolutions, budget message, and budget detail.

Chief Wascom presented the amendments to the 2018 Operating Budget and the proposed 2019 Operating Budget. A discussion was held.

No public comment was made regarding the 2018 amended or proposed 2019 Operating Budget.

Public Hearing closed at 6:03 p.m.

Chairman Dugas called the Regular Board Meeting of the Board of Commissioners to order at 6:03 p.m.

Chairman Dugas called the roll with the following members present: Joseph Blanchard, Robert Dugas, and Leslie Falks. Darren Blevins and Jeff Easley were absent. Chief James T. Wascom, Board of Commissioners Secretary Tasha Killcrease, Deputy Chief Trey Jackson, Trey Sanders with Hannis T. Bourgeois, LLP, and Jamie Seal with Quality Engineering & Surveying, LLC were also present.

Chairman Dugas announced that Public Input would be accepted from any member of the audience wishing to address an agenda item.

There being no public input, the Board moved onto item 3.

Mr. Falks made the motion, seconded by Mr. Blanchard, to adopt the minutes of the October 15, 2018 Board Meeting.

Ayes: Mr. Blanchard, Mr. Dugas, and Mr. Falks
Nays: None

Abstain: None
Absent: Mr. Blevins and Mr. Easley

The October 2018 Financial Report was given to the board members and verbally given by Trey Sanders with Hannis T. Bourgeois, LLP. The Compilation Report includes Balance Sheet for assets as well as liabilities and fund balance, Statement of Income, Budget to Actual, and General Fixed Assets. No comments were made. The Board moved on to item 5.

There being no old business to discuss, the Board moved on to new business item 6a.

Chairman Dugas read aloud Resolution No. 18-0002:

RESOLUTION NO. 18-0002 OF THE BOARD OF COMMISSIONERS OF LIVINGSTON PARISH FIRE PROTECTION DISTRICT NO. 4 ADOPTING 2018 AMENDED BUDGET

WHEREAS, a quorum of the Board of Commissioners ("Board") of Livingston Parish Fire Protection District No. 4 ("District") was present on November 19th, 2018 for a properly advertised, regular meeting;

WHEREAS, James T. Wascom, as the District's Chief Executive, has prepared and submitted a proposed Amended Budget for the 2018 fiscal year together with this adoption instrument;

WHEREAS, the Board finds that notice of the proposed Amended Budget, its availability for inspection and the date time and place of the public hearing to be held on the Budget was properly advertised in accordance with the Louisiana Local Government Budget Act, LA. R.S. 39:1301 *et seq.*;

WHEREAS, the proposed 2018 Amended Budget has been available for inspection by the public at the District's office;

WHEREAS, a public hearing on the proposed 2018 Amended Budget was held this date; and,

WHEREAS, the Board finds that adoption of the proposed 2018 Amended Budget is in the best interest of the public and the District;

BE IT RESOLVED that the proposed 2018 Amended Budget, a copy of which is attached hereto and made part hereof, is hereby approved and adopted;

BE IT FURTHER RESOLVED that James T Wascom, the District's Chief Executive, be and is hereby authorized and instructed to take all actions reasonably necessary to effectuate all provisions of this Budget, including the Pay Plan, and to comply with the provisions of the Louisiana Local Government Budget Act, LA. R.S. 39:1301 *et seq.*

Mr. Falks made the motion, seconded by Mr. Blanchard, to approve the Amended 2018 Operating Budget by Resolution 18-0002.

Ayes: Mr. Blanchard, Mr. Dugas, and Mr. Falks
Nays: None
Abstain: None
Absent: Mr. Blevins and Mr. Easley

Chairman Dugas read aloud Resolution No. 18-0003:

RESOLUTION NO. 18-0003 OF THE BOARD OF COMMISSIONERS OF LIVINGSTON PARISH FIRE PROTECTION DISTRICT NO. 4 ADOPTING 2019 BUDGET

WHEREAS, a quorum of the Board of Commissioners ("Board") of Livingston Parish Fire Protection District No. 4 ("District") was present on November 19th, 2018 for a properly advertised, regular meeting;

WHEREAS, James T. Wascom, as the District's Chief Executive, has prepared and submitted a proposed Budget for the 2019 fiscal year together with this adoption instrument;

WHEREAS, the Board finds that notice of the proposed Budget, its availability for inspection and the date time and place of the public hearing to be held on the Budget was properly advertised in accordance with the Louisiana Local Government Budget Act, LA. R.S. 39:1301 *et seq.*;

WHEREAS, the proposed 2019 Budget has been available for inspection by the public at the District's office;

WHEREAS, a public hearing on the proposed 2019 Budget was held this date; and,

WHEREAS, the Board finds that adoption of the proposed 2019 Budget is in the best interest of the public and the District;

BE IT RESOLVED that the proposed 2019 Budget, a copy of which is attached hereto and made part hereof, is hereby approved and adopted;

BE IT FURTHER RESOLVED that James T Wascom, the District's Chief Executive, be and is hereby authorized and instructed to take all actions reasonably necessary to effectuate all provisions of this Budget, including the Pay Plan, and to comply with the provisions of the Louisiana Local Government Budget Act, LA. R.S. 39:1301 *et seq.*

Mr. Blanchard made the motion, seconded by Mr. Falks, to approve the proposed 2019 Operating Budget by Resolution 18-0003.

Ayes: Mr. Blanchard, Mr. Dugas, and Mr. Falks

Nays: None

Abstain: None

Absent: Mr. Blevins and Mr. Easley

Chairman Dugas announced item c and d will be tabled until a later meeting.

Item c – Discuss and accept Resolution 18-0004 regarding FEMA due to reimbursement numbers are subject to change (noted from Public Hearing budget discussion).

Item d – Station 1 Renovation Bids due to waiting on the Fire Marshal Office approval. The bid opening will be pushed back to a later date and the approval of the bid will be on the December 17, 2018 meeting.

Both items tabled and the board moved onto to item e.

Mr. Jamie Seal with Quality Engineering discussed the FEMA Safe Room grant including the building requirements and the 75% (FEMA) 25% (LPFPD4) cost share. Mr. Seal also presented Proposal #1101 from Quality Engineer & Surveying, LLC to complete all necessary plans and apply for the grant.

A discussion was held to apply for the Safe Room grant for Station 11 (S. Satsuma Road).

Mr. Falks made the motion, seconded by Mr. Blanchard, to allow Quality Engineering & Surveying, LLC to proceed with Proposal #1101 for \$105,177.00 plus any hourly fees that occur.

Ayes: Mr. Blanchard, Mr. Dugas, and Mr. Falks

Nays: None

Abstain: None
Absent: Mr. Blevins and Mr. Easley

No Report from Chief Wascom. Deputy Chief Jackson updated the board on October 2018 call statistics.

Commissioner's Report was given.

There being no further business before the board, Mr. Blanchard made the motion, seconded by Mr. Falks, to adjourn.

Ayes: Mr. Blanchard, Mr. Dugas, and Mr. Falks
Nays: None
Abstain: None
Absent: Mr. Blevins and Mr. Easley

Robert Dugas, Chairman