

**LIVINGSTON PARISH FIRE PROTECTION DISTRICT #4
BOARD OF COMMISSIONERS
9760 Florida Blvd, Walker LA 70785 (Headquarters)**

July 18, 2022

Chairman Dugas called the Regular Board Meeting of the Board of Commissioners to order at 6:00 p.m. The invocation was given by Mr. Blevins and the assembly recited the Pledge of Allegiance.

Chairman Dugas called the roll with the following members present: Mr. Joseph Blanchard, Mr. Darren Blevins, Mr. Robert Dugas, Mr. Jeffrey Easley and Mr. Leslie Falks. Chief James Wascom, Mr. Glen Duncan, Ms. Tasha Killcrease, Mr. Jim Ryan, Mr. Trey Sanders and several LPFPD4 members were also in attendance.

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 on.

Mr. Blevins made the motion, seconded by Mr. Falks, to adopt the minutes of the June 20, 2022 Regular Board Meeting.

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

The June 2022 Financial Report was reviewed with Trey Sanders from Hannis T. Bourgeois, LLP along with the Board Members. The Financial Report includes Balance Sheet for assets as well as liabilities and fund balance, Statement of Income, Budget to Actual, and General Fixed Assets.

Mr. Glen Duncan with Quality Engineering & Surveying gave the Engineers' Report:

- Additional quotes for Station 6 & 7 driveways were received.
- Mr. Duncan provided an update on Station 11 property. Advising there is progress on extending the property boundaries to eliminate underground utility issues. A discussion was held.

Chairman Dugas advised the previous quotes approved at the June 20, 2022 Board meeting for Station 6 & 7's driveways were invalid and did not include everything required. Three additional quotes were received.

The current quotes for Station 6 driveway, including demolition and replacement, as per specifications, are:

Site Tech Construction: \$146,000.00
TKO Construction: \$99,936.18
Mark Dyess Masonry, LLC: \$69,880.00

Mr. Blevins made the motion, seconded by Mr. Blanchard, to accept the lowest quote of \$69,880.00 (Station 6) by Mark Dyess Masonry, LLC; pending verification that the quote includes all specified work. The motion also authorizes Chief Wascom to sign the contract to begin construction.

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

The current quotes for Station 7 driveway, including demolition and replacement, as per specifications, are:

Site Tech Construction: \$189,000.00
TKO Construction: \$156,193.39
Mark Dyess Masonry, LLC: \$167,223.00

Mr. Falks made the motion, seconded by Mr. Easley, to accept the lowest quote of \$156,193.39 (Station 7) by TKO Construction; pending verification that the quote includes all specified work. The motion also authorizes Chief Wascom to sign the contract to begin construction.

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

There being no further old business, the board moved on to new business.

Mr. Jim Ryan, the Livingston Parish Financial Advisor, explained the Revenue Bonds Resolution and the debt services schedule over 7, 10, or 12 years. A discussion was held.

Mr. Ryan read aloud Resolution 22-005:

A Resolution authorizing Fire Protection District No. 4 of Livingston Parish, Louisiana to proceed with the issuance of its not to exceed Five Million Seven Hundred Fifty Thousand Dollars (\$5,750,000) of Revenue Bonds, in one or more series; providing certain terms of said Bonds; making application to the State Bond Commission for approval of said Bonds; appointing Bond Counsel, Independent Registered Municipal Advisor and Underwriter/Placement Agent; and providing for other matters in connection therewith.

Mr. Easley made the motion, seconded by Mr. Blevins, to approve Resolution 22-005 as read.

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

Absent: None

Chief Wascom presented a new pay scale to add new positions and adhere to percentage required by state law. A discussion was held.

Mr. Falks made the motion, seconded by Mr. Blevins, to adopt the 2022 pay scale as presented. The new pay Scale shall be implemented and to be effective January 10, 2023 (first full pay period of the year).

Ayes: Mr. Blanchard, Mr. Blevins, Mr. Dugas, Mr. Easley, Mr. Falks

Nays: None

Abstain: None

Absent: None

Chief Wascom suggested the starting part-time hourly rate be raised. Chief Wascom will bring budget numbers to the Board in August 2022.

Chief Wascom updated the status of the property next to station 4. We currently have a purchase agreement that is contingent on the appraisal. A discussion was held on plans for the property and mobile home, if the appraisal is favorable.

Mr. Glen Duncan, in his former role in Advertising and Marketing, was part of the team that designed the new official Louisiana State Flag. Mr. Duncan explained the modern history of the Louisiana Pelican Flag and presented our Department with a new official state flag to display in the Board of Commissioners meeting location.

There being no further new business, the board moved onto Chief's Reports.

Chief Wascom announced the Chief of Maintenance was unable to attend the meeting and his quarterly report was in dropbox for their viewing.

Chief Wascom's Report:

- The State Legislature has passed laws that affect healthcare and retirement in the Fire Service. He would obtain more information on these new laws and present to the Board any plans and changes that need to be made to be in compliance.
- The public bid laws on material has increased from \$30,000 to \$60,000.
- The department is working on a plan to change the current pay periods to be able to effectively and efficiently process payroll.

Training/Safety Officer Keesler Fly presented the response statistics for LPFPD4's total of 559 calls in June of 2022. As well as the quarterly training report. Fire Prevention Officer Matt Gallman gave the quarterly Fire Prevention report.

There being no further business before the board, Mr. Easley made the motion, seconded by Mr. Blevins to adjourn at 7:22 p.m.

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


Robert Dugas, Chairman