



St. Tammany Parish Fire Protection District No. 11
Board of Commissioners
Minutes of the Meeting on October 13, 2020
Fire Chief Jack Dockery

ROLL CALL

Russell Lindsey – Present
Emile Lombard - Present
Floyd Trascher – Present
Michele Blackwell – Present

INVOCATION

PLEDGE OF ALLEGIANCE

MINUTES

FINANCIALS

MINUTES

Mrs. Blackwell said, has everybody read and approved the minutes from the September 8th meeting?

Mr. Lindsey said, yes.

Mr. Lombard said, yes.

Mr. Trascher said, yes, and if nobody has any discussion, I move we approve it with the video governing.

Mr. Lindsey said, second.

Mrs. Blackwell asked, Mr. Lombard, how do you vote?

Mr. Lombard said, yes.

Mrs. Blackwell asked, Mr. Lindsey, how do you vote?

Mr. Lindsey said, yes.

Mrs. Blackwell asked, Mr. Trascher, how do you vote?

Mr. Trascher said, yes.

Mrs. Blackwell said, motion carries. We will move to the Financial Report, Chief.

FINANCIAL REPORT – Chief Jack Dockery

Chief Dockery said, for the monthly of August...Did they send me the wrong one? I apologize, it looks like they sent me the wrong one and I didn't catch that until now. I am sorry, I do not have one.

Mr. Lindsey asked, do you want this one?

Mr. Lombard said, this one is July, January to September.

Mr. Lindsey said, January to August.

Chief Dockery said, this one says January to August.

Mr. Trascher said, it should be August to October. I move that we defer the Financial Report until the next meeting. Chief, are there any other, glaring things that you recall that we need to act on prior to the next meeting?

Chief Dockery said, no sir, it looks like everything is running normal. Xerox was up just a hair, but as for our normal every day bills, they were in line.

Mr. Trascher said, because as this is October, we need, next month, we need to make any amendments.

Chief Dockery said, next month I will present an amended budget. I will have you all look over it and...

Mr. Trascher said, because we will need to amend it prior to December so that we can come in at the 5%.

Chief Dockery said, yes sir.

Mr. Trascher said, okay, I move that we defer this until next meeting.

Mr. Lindsey said, second.

Chief Dockery said, I apologize on that one. I didn't even catch it until now.

Mrs. Blackwell said, that's okay. Mr. Lombard, how do you vote?

Mr. Lombard said, yes.

Mrs. Blackwell said, Mr. Lindsey, how do you vote?

Mr. Lindsey said, yes.

Mrs. Blackwell said, Mr. Trascher, how do you vote?

Mr. Trascher said, yes.

Mrs. Blackwell said, motion carried. We will move into the Chief's Report and EMS Report, Chief Dockery.

CHIEF'S REPORT – Chief Jack Dockery

Chief Dockery said, alright, for at least, the EMS side, we brought in \$16,361.38. They have a item not posted for \$20,818.11. I believe that is for the Ambulance Alliance. They sent a pretty big check for that. But, being at \$16,000, we are still ahead of our \$10,000, threshold for each month.

As for the Chief's Report, for the month of September we ran:

EMS	40
MVA	8
STRUCTURE FIRE (Mutual Aid Fire District No. 7)	1
SERVICE/GOOD INTENT	4
DISPATCHED/CANCELLED IN ROUTE	4
FALSE ALARM	3
POLICE MATTER	3
DOWN POWERLINE	1
WEATHER	1
HAZMAT (Mutual Aid Fire District No. 7)	1
TOTAL	70

PUMP OPERATION CLASS COMPLETE

Chief Dockery continued, we did have our Pump Operations class. We ran 2 weeks with it. We were suppose to test last Friday, I believe. Last Thursday or Friday but, with the storm it got canceled. Hopefully, I believe it will be this Thursday or Friday. We will have LSU come down and have everyone test for it.

FIRE PREVENTION MONTH VIDEO

Of course, October is our Fire Prevention month but, being with all the COVID, the schools are pretty much locked down where you do have to give them a phone call to even let you in the school. So, all the Fire Districts and the Fire Prevention people got together and each department made a little short video and it just got put out today with all the different fire departments. Our fire department did a "Stop, Drop and Roll" demonstration with some school kids. So, for what it is, it looks very nice and thinking out of the box to get this information to the young children event though we physically cannot be there, we can at least have this video to show to them and continue on with this education.

Mr. Lindsey said, that's a good idea.

Mrs. Blackwell said, good deal.

Mr. Trascher said, thank you, Chief.

Chief Dockery said, that's what I have for the Chief's Report.

Mrs. Blackwell said, okay we will move into Old Business

OLD BUSINESS

Mr. Trascher said, Madam Chairman, I would like, at this point, to move that we open the agenda. There was an item that was inadvertently left off. We introduced it last month. The Call for the Election, for our ad valorem and if I could, I would like to move to open the agenda so we can approve this Resolution.

Mrs. Blackwell asked, do we have a second to open?

Mr. Lombard said, second.

Mrs. Blackwell asked, Mr. Lombard, how do you vote?

Mr. Lombard said, yes.

Mrs. Blackwell asked, Mr. Lindsey, how do you vote?

Mr. Lindsey said, yes.

Mrs. Blackwell asked, Mr. Trascher, how do you vote?

Mr. Trascher said, yes.

Mrs. Blackwell said, motion carried. Floor is open, Floyd.

Mr. Trascher said, with that said, we have Resolution number 2020-018, which is from Fire Protection District 11, calling for an election and renewal of the ad valorem tax number 1069104, in the year 2021. Are there any questions or would you like any more information on the Resolution?

Mrs. Blackwell asked, does anybody have any questions?

Mr. Trascher said, with that said, I move we approve.

Mr. Lombard said, I will second it.

Mrs. Blackwell asked, Mr. Lombard, how do you vote?

Mr. Lombard said, yes.

Mrs. Blackwell asked, Mr. Lindsey, how do you vote?

Mr. Lindsey said, yes.

Mrs. Blackwell asked, Mr. Trascher, how do you vote?

Mr. Trascher said, yes.

Mrs. Blackwell said, motion carries.

Mr. Trascher said, okay, we will need to record that on the roll call vote so the Chief can send it back in.

Mrs. Blackwell asked, do what now?

Mr. Trascher said, we will need to record that on the roll call vote.

Mrs. Blackwell said, oh yes, we can do that.

Mr. Trascher continued, so that the Chief can submit that to the attorneys.

Mrs. Blackwell said, okay.

Mr. Trascher said, thank you.

Mrs. Blackwell said, okay, we are going to move to the next item, Old Business, on the agenda. The Resignation of Michael Tassin.

OLD BUSINESS

RESIGNATION OF MICHAEL TASSIN – Michele Blackwell

Mrs. Blackwell continues, he had sent out a letter on August 1st. It says:

Good Morning All,

My wife and I have moved to The Landings in Slidell, so I will therefore be resigning from the Board.

I have been on several boards in my professional career, and this was, by far, the most professional and organized board I have had the pleasure of serving on.

We enjoyed living in Pearl River, and I will always be available to be your notary.

Lastly, I have asked Ashleigh Taylor to apply for my position. She is a resident of Pearl River and a graduate of Leadership Northshore.

Best,
Michael Tassin

Mr. Lombard asked, are you going to make a little plaque up for him to present to him for his service? Don't we normally do that?

Mr. Trascher said, we have for Board members who have been long standing or we could do, do we have a certificate maybe, that we could do?

Chief Dockery said, I can come up with something, yes.

Mr. Trascher said, okay, what I would do is come up with a resolution thanking Michael Tassin for his service to Fire District 11, and that we offer a certificate of recognition.

Mrs. Blackwell said, I think I saw a resolution right there that would help.

Mr. Trascher said, 2020-019, okay, this one is not for the certificate, but it is to remove his name from the bank accounts.

Mr. Lombard said, right.

Mr. Trascher said, now, There for be it Resolved, let's go ahead and act on the one for the certificate, if you will, for appreciation.

Mrs. Blackwell said, okay, sure.

Mr. Trascher said, let me see if it says, yes, if you would, that we present him with a certificate of appreciation, thanking him for his service.

Mrs. Blackwell asked, are you making a motion?

Mr. Trascher said, I move that we do that and the Chief will take care of it.

Mrs. Blackwell asked, do I have a second?

Mr. Lombard said, second.

Mrs. Blackwell asked, Mr. Lombard, how do you vote?

Mr. Lombard said, yes.

Mrs. Blackwell asked, Mr. Lindsey, how do you vote?

Mr. Lindsey said, yes.

Mrs. Blackwell asked, Mr. Trascher, how do you vote?

Mr. Trascher said, yes.

Mrs. Blackwell said, motion carries.

Mr. Trascher said, okay, we also have a Resolution 2020-019, which is for our record keeping purposes that recognizes the resignation of Michael Tassin.

NOW THEREFORE, BE IT RESOLVED that:

1. Board of Commissioners wishes recognize the service Michael Tassin has provided for the St. Tammany Fire Protection District No. 11.
2. The Board of Commissioner's request the removal of Michael Tassin from any bank accounts and signature cards related to accounts for the St. Tammany Fire Protection District No. 11.

Mr. Trascher continued, I would move that we approve that.

Mr. Lombard said, second.

Mrs. Blackwell asked, Mr. Lombard, how do you vote?

Mr. Lombard said, yes.

Mrs. Blackwell asked, Mr. Lindsey, how do you vote?

Mr. Lindsey said, yes.

Mrs. Blackwell asked, Mr. Trascher, how do you vote?

Mr. Trascher said, yes.

Mrs. Blackwell said, motion carried. Okay, we will move to New Business, Introduction of 2021 Budget, Chief Dockery.

NEW BUSINESS

INTRODUCTION OF 2021 BUDGET – Chief Dockery

Chief Dockery said, what you have in front of you, it should be the multi color sheet, with the Proposed 2021 Budget. This is just an introduction to it for you all to look over. We still have to put it in the paper. Just looking at the Farmer, who we use for our official journal, right now would put us at just 27 days so, we will have to vote on this in December to meet the 30 day mark, instead of 27 days.

Mr. Trascher asked, that's for the advertising?

Chief Dockery said, yes, but this is for your review. Copies will be available at the station for the public.

Mr. Lombard said, this is the new budget that you are proposing?

Chief Dockery said, yes.

Mr. Trascher said, quick question Chief, for the Revenue Projection, how much of an increase are we projecting to realize?

Chief Dockery said, from the Assessor's Office, we are looking at about \$120,000, increase from what we had last year. That is with the...

Mr. Trascher said, with the adjustments.

Chief Dockery said, that's with the adjustments.

Mr. Trascher said, okay, I don't think we need a resolution to accept the budget yet.

Chief Dockery said, no, this is just an introduction.

Mr. Trascher said, this is just an introduction. It's for information that's available.

Mrs. Blackwell said, okay, does anybody have anything?

Mr. Lindsey said, Chief, do we have anything in particular for software that is coming up? I noticed that normally we have about \$10,000, and I am looking at \$18,000.

Chief Dockery said, we had a meeting where me and Chief Parish sat down and we have some new programs that we used, that we are using now, that we set just in one category instead of having them spread out through a couple different categories. We sat down and kind of, stream lined it to where, this is what software we have and this is where it would go instead of some of them maybe being medical and some of it being training. So, the only big jump is dispatch. Unfortunately, our hands are tied on this one. In the past we, how do I put this, we got a great deal from Fire District 1. We usually spent \$16,500, a year for dispatch but, being that Unifire will dissolve into Fire District 1's dispatch effective January 1, all the Fire Districts are under one roof. So, in order to make it fair for all the district's, we had to go off a per call rate. So, our dispatch fee basically doubled and this is with help from 911, being that 911 supplemented Unifire \$315,000, per year, they offered to supplement Fire District 1 for \$300,000, for three years. So, that being said, instead of \$16,500, it went to I want to say roughly \$34,000, and then we had a program in there that went to dispatch so I believe dispatch jumped up to \$43,000.

Mr. Lombard asked, what was it last year?

Chief Dockery said, last year it was \$16,500.

Mr. Trascher said, what was happening with District 1 is, they had two different dispatches, so the Parish with their infinite wisdom came in and put the 911 system in. Now we pay \$40,000.

Chief Dockery said, I mean, we got a sweetheart of a deal for many years and speaking with Chief Parish, he let me know before that, hey, it's about to increase. Neither one of us expected it to double, if not triple, the increase. But, they showed it to us and showed us that it's around \$33 a call and they went of the 2019 numbers.

Mr. Trascher said, so, we pay \$33 for every call that somebody dials 911.

Chief Dockery said, yep.

Mr. Lombard said, in this District?

Chief Dockery said, in this District. Slidell I think is paying, they took the brunt of it. I think they are paying the excess out of it and they are paying \$91 a call.

Mr. Trascher asked, per call?

Chief Dockery said, yes, for their own dispatchers. So, they took themselves out of the equation and just split it with the rest of the Parish and do I like it?

Mr. Trascher said, that seems a little high.

Chief Dockery said, do I like it? No, I don't like it. What's to like about it.

Mr. Lombard said, that's to offset all the updated equipment.

Chief Dockery said, yes, but it's keeping up with the ratings, PIAL. That's the big part of it for dispatch. It's an unfortunate thing. I am thankful we got such a sweetheart of a deal for many years but, now it's...

Mr. Trascher said, we pay the piper.

Chief Dockery said, we pay the piper. It's set for 3 years and he will have the contracts come out for this and after the 3 years we will see where we are at with everything. I can't hire somebody and I can't set up my own dispatch for \$43,000.

Mr. Trascher said, no, and I think everyone agrees that all needs to run through one facility.

Mr. Lombard said, it would be all together overseeing everything combined.

Chief Dockery said, everybody went to them. All the fire districts went to them. I think the Coroner's office is going to them. So, it's pretty much centralized. One dispatch.

Mr. Trascher said, one call, that's all.

Mr. Lombard said, we won't have an issue with flowing or anything.

Chief Dockery said, that was our biggest jump.

Mr. Lombard said, you just have to bite the bullet sometime.

Chief Dockery said, pretty much. Thankfully, 911 did, after some heated discussion, did allow to fund us the \$300,000, a year for 3 years because, originally if that did not happen, ours would be around \$44,000, base price not including any software that we use in our department to go along with it.

Mr. Trascher said, I know being a small district, it's certainly a burden on us but some of the other districts may not be as fortunate as we are. It's going to be a real burden.

Chief Dockery said, you look at it in the scope of things, we are \$43,000, like I said, I added some software that is in there that is specifically for dispatch and some of these guys are over \$200,000, just in dispatch fees. I think District 4, the Mandeville area, they are over \$200,000. District 12 is over \$100,000. So, I mean, for what we are, we bite the bullet and go about our day.

Mr. Trascher asked, is everybody paying about \$33 a call?

Chief Dockery said, yes, that's fair across the board. I can't be mad at that part. I am a little upset that it doubled, if not tripled but, hey we have no where else to go with that. I can't produce a dispatcher and the equipment for that amount per year. It's just not happening.

Mr. Trascher said, I agree.

Mr. Lindsey asked, Chief, I just have another question or two. Obviously, you know my concern is the station appearance. I noticed that last year we had \$20,000, for this station to do some work on it and I see in the proposed budget we are looking at \$15,000. Do we have a different category? Just browsing this, I haven't looked all through it yet, but do we have a different category that we are going to do improvements at this one?

Chief Dockery said, the renovation, with the, if you look back on the finance sheet, it is under the Rolling Stock Fund. It has \$479,000, in it. We set that money aside in that fund for the renovation. I think we set aside \$50,000, for that. So, that's separate. This is just the operating budget. That is nothing with the remodel or the renovation.

Mr. Lindsey said, okay, I was just wanted to make sure we were moving forward and we are planning on getting some work done.

Chief Dockery said, I know Chief Parish did talk with the gentleman about the siding and I want to say that Chief Parish said he does not do the demo. So, I want to talk a little bit about getting somebody to actually do the demo or maybe just be...

Mr. Lombard asked, you mean brick front on it and tin and all?

Chief Dockery said, I mean, if I had my way it would be some strong back people and let's get out there and get it done.

Mr. Lindsey said, I think we can demo it. I can bring my tractor up and pull it down and scoop it up and throw it in the dumpster.

Chief Dockery said, get an open top dumpster.

Mr. Lindsey said, another question I had, last year our retirement was at \$55,000. We are looking at \$35,000, more for this year at \$90,000?

Chief Dockery said, last year I had retirement at \$100,000, and I took around \$50,000 of it out to do the repairs to the med truck and some other things that we spread it throughout. I wanted to put this in the budget now because Chief Parish and myself have been sitting down the last week and kind of came up with a plan for our retirement and we spoke with all the employees here for them to kind of pick what their contributions would be. So, I have him kind of dealing up the paperwork so I can sit down with the Board members and go through how we want to do it. It will be off a percentage rate. We are looking at the employees contributions to be 5% to their retirement and the department doing 10%. So, that's why I have the \$90,000, in there. It's just a built in for right now. I want to sit down once he gets the paperwork to me and sit with a couple of you all and go through it and see how it looks for everybody.

Mr. Lindsey said, okay, that's all I got. It was just a couple little things that jumped out at me before I really looked through all of it here.

Mrs. Blackwell asked, does anybody have anything else? If that's it for the budget, we will move to the Introduction of CPA Contract and CPA Renewal, is that together?

INTRODUCTION OF CPA AGREEMENT – Chief Jack Dockery

INTRODUCTION OF CPA CONTRACT RENEWAL – Chief Jack Dockery

Chief Dockery said, yes, they are basically the same thing. They sent two of them this year. I guess they broke it out. One of them is for their write up service which is basically our month, our every months accounts payable, 1099's, audits and such. The second one is actually for payroll services. Now, I have never seen them break it out into payroll from the general but, I guess they are wanting to break it down further.

Mr. Lombard asked, how does it look regarding to last years total to this year's total?

Chief Dockery said, I think last year we spent roughly around \$18,000, so it is looking to be roughly about the same because their services look to be from general accounts payable and all the regular breakdowns which would look to be around \$13,550 and I don't really see a breakdown other than, here we go, \$150 per payroll. So, there are 26 payrolls per year and then quarterly would be \$225 per quarter so, we are looking at \$4,995 for payroll for the year.

Mr. Trascher said, which with the 13, it would be...

Mr. Lombard asked, where are you coming up with that figure on this sheet?

Mr. Lindsey said, this sheet right here.

Chief Dockery said, which totals \$18,545. So, I just think they broke it down. The Payroll sheet, they have \$225 per quarter and 4 quarters per year, then they have \$195.00, end of year report, then \$150 per payroll. There are 26 payrolls, and the end of year.

Mr. Lombard said, and that's going to include at the end of the year, when we have to submit it all?

Chief Dockery said, yes.

Mr. Lombard asked, or is that separate?

Chief Dockery said, no, the end of the year is \$195.

Mr. Trascher said, and then you have to pay the other CPA. You have to pay the auditors.

Chief Dockery said, you have to pay the auditors.

Mr Lombard said, yes, that's a separate fee though.

Mr. Trascher said, yes, that's about \$8,000 or \$10,000.

Mr. Lombard said, that's about \$8,000.

Chief Dockery said, so, these are for our review. We will vote on them next month. I keep asking them every year to give them to me a month early but, it never seems to fail...

Mr. Lombard said, it always happens.

Chief Dockery said, so, these are for review. We will vote on them next month. We have time to look at them.

Mrs. Blackwell asked, any other questions with that?

Mr. Trascher said, your not anticipating any other fees on this, are you?

Chief Dockery said, no sir, not with all the, well all the fun we have been having in 2020, I don't have any bids for this year for it. So, we start at the beginning of the year and hopefully, get something else, get somebody else to bite on it.

Mrs. Blackwell asked, does anybody have anything else on that? No? Do we have any Board comments? Do I have a motion to adjourn?

Mr. Lindsey said, we are stuck until somebody makes a motion.

Mr. Lindsey said, I will make a motion then.

Mr. Lindsey said, I will second it.

Mrs. Blackwell asked, Mr. Lombard, how do you vote?

Mr. Lombard said, yes.

Mrs. Blackwell asked, Mr. Lindsey, how do you vote?

Mr. Lindsey said, yes.

Mrs. Blackwell asked, Mr. Trascher, how do you vote?

Mr. Trascher said, yes, I abstain.