



# ST. GEORGE FIRE PROTECTION DISTRICT

13686 Perkins Road Baton Rouge, La 70810-2039 (225) 454-6550 FAX :( 225) 454-6661 E-MAIL:stgeorge@stgeorgefire.com

## Minutes

### A PUBLIC MEETING WAS HELD AS FOLLOWS:

**DATE: SEPTEMBER 28, 2006**

**TIME: 5:30 pm**

**PLACE OF MEETING: 13686 PERKINS ROAD, BATON ROUGE, LA. 70810**

### PUBLIC COMMENT POLICY

*IN ACCORDANCE WITH BOARD RULE (K) (1), ALL ITEMS ON EACH AGENDA ARE OPEN FOR PUBLIC COMMENT. THOSE MEMBERS OF THE PUBLIC DESIRING TO SPEAK ON A PARTICULAR ITEM SHOULD REQUEST TO SPEAK AFTER THE ITEM IS ANNOUNCED BY THE CHAIRMAN OF THE BOARD OF COMMISSIONERS. THEY WILL BE REQUIRED TO GIVE THEIR NAME AND ADDRESS AND THE CHAIRMAN WILL ALLOCATE A SPECIFIC AMOUNT OF TIME FOR MEMBERS OF THE PUBLIC TO SPEAK.*

1. **CALL TO ORDER:** Mr. Suchy called the meeting to order at 5:34 PM.
2. **ROLL CALL:** Members Present: Mr. Suchy, Mr. Collura, Mr. Butts, Mr. Durham, Mr. Heath. Non-Members Present: Chief Tarleton, Deputy Chief Westbrook, Deputy Chief Albert, Evelyn Frosch, Eldon Ledoux, Jason Turner, Kim Hartman, Jack Jones, Troymichael Murray.
3. **APPROVAL OF THE MINUTES**
  - A. **MINUTES OF THE AUGUST 16, 2006 REGULAR MEETING.** Mr. Durham made a motion to dispense with the reading of the August 16, 2006 minutes and accept as written. Mr. Butts seconded the motion, all were in favor and the motion passed.
4. **REPORTS**
  - A. **MONTHLY FINANCIAL / BUDGET REPORT:** Chief Tarleton presented the Monthly Financial Budget Report for review and discussion. Mr. Butts made a motion to approve the Monthly Financial/Budge Report. Mr. Heath seconded the motion, all were in favor and the motion passed.
  - B. **MONTHLY OPERATIONAL REPORT:** The Monthly Operational Report was presented for review and discussion. Mr. Butts made a motion to accept the Monthly Operational Report. Mr. Collura seconded the motion, all were in favor and the motion passed.
5. **OLD BUSINESS: None**
6. **NEW BUSINESS:**
  - A. **FINAL APPROVAL - LOAN FROM CAPITAL ONE BANK BUDGETARY LOAN NOT TO EXCEED \$3,000,000.00.** Mr. Durham made a motion granting final approval on the budgetary loan form Capital One Bank not to exceed \$3,000,000.00. Mr. Collura seconded the motion, all were in favor and the motion passed. **#09-2806-01.**
  - B. **CONSIDERATION OF APPROVAL FOR CHANGES TO THE EMPLOYEE HANDBOOK.** Changes to the Employee Handbook were discussed. Mr. Durham made a motion to approve the changes to the Employee Handbook. Mr. Collura seconded the motion, all were in favor and the motion passed. **#09-2806-02.**
  - C. **APPROVAL OF THE FISCAL YEAR 2006-2007 BUDGET.** .Mr. Collura made a motion to approve the Fiscal Year 2006-2007 budget with four amendments. Mr. Butts seconded the motion, all were in favor and the motion passed. **#09-2806-03.**
  - D. **ENACTING / RE-ACTING A FIRE CODE WITHIN THE JURISDICTION OF ST. GEORGE FIRE PROTECTION DISTRICT NO. 2, PARISH OF EAST BATON ROUGE, STATE OF LOUISIANA.** Mr. Butts made a motion for the approval of enacting/ re-acting a fire code within the jurisdiction of the St. George Fire Protection District. Mr. Durham seconded the motion, all were in favor and the motion passed. **#09-2806-04.**
  - E. **APPROVAL OF THE AUDIT ENGAGEMENT LETTER WITH MICHAEL K. GLOVER, C.P.A. FOR THE FISCAL YEAR 2005-2006.** Mr. Heath made motion to approve the Audit Engagement Letter with Mr. Michael K. Glover for the fiscal year 2005-2006. Mr. Suchy seconded the motion, all were in favor and the motion passed.

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Chief Gerard C. Tarleton at (225) 389-8600, describing the assistance that is necessary.

**THIS IS A DRAFT AGENDA – IT IS SUBJECT TO CHANGE ANYTIME UP TO 24 HOURS BEFORE THE MEETING**

- F. CONSIDERATION / APPROVAL OF AN INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF ZACHARY FOR DISPATCHING SERVICES. THE CITY OF ZACHARY WILL PAY ST. GEORGE FPD \$30,000 PER YEAR FOR THIS SERVICE. Mr. Butts made a motion for the approval of an intergovernmental agreement with the city of Zachary for dispatching services. Mr. Durham seconded the motion, all were in favor and the motion passed. **#09-2806-05.**
- G. ADOPTING THE NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS). WE MUST BE NIMS COMPLIANT TO QUALIFY FOR THE FEDERAL GRANTS WE HAVE RECEIVED. Mr. Durham made a motion to adopt the National Incident Management System. Mr. Heath seconded the motion, all were in favor and the motion passed. **#09-2806-06.**
- \* Lt. Michael Scott Lamana, UDN Memorial Fire Station #64: Chief Tarleton asked that this item be added to the agenda for discussion. Chief Tarleton requested the board's approval that Station #64 be dedicated to the memory of Lt. Michael Scott Lamana, USN whom was a former St. George firefighter who perished at the Pentagon September 11, 2001. Mr. Suchy made a motion to approve this request. Mr. Heath seconded the motion, all were in favor and the motion passed.
- H. DISCUSSION AND ACTION RELATIVE TO LAWSUIT, *PATRICIA SENN VS. ST. GEORGE FIRE PROTECTION DISTRICT.* *THE BOARD OF COMMISSIONERS HEREBY RESERVES ITS RIGHT TO ENTER INTO EXECUTIVE SESSION REGARDING LITIGATION.* Mr. Durham made a motion to enter into Executive Session regarding litigation. Mr. Collura seconded the motion, all were in favor and the motion passed.

The next Board of Commissioners Meetings are scheduled for: October 12, 2006, November 9, 2006, December 21, 2006.

7. **ADJOURN.** The meeting was adjourned at 7:15 PM.

Recorded By:

Evelyn Frosch

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Chief Gerard C. Tarleton at (225) 389-8600, describing the assistance that is necessary.

**THIS IS A DRAFT AGENDA – IT IS SUBJECT TO CHANGE ANYTIME UP TO 24 HOURS BEFORE THE MEETING**