

# ST. GEORGE FIRE PROTECTION DISTRICT NO. 2

## BOARD OF COMMISSIONERS

14100 Airline Highway, St. George, LA 70817 Phone (225) 251-4801

E-MAIL: gctarleton@stgeorgefire.com

### A Meeting of the Board of Commissioners Was Held as Follows:

Date of Meeting: Thursday, January 16, 2025

Time of Meeting: 5:30 p.m.

Place of Meeting: St. George Fire Protection District No. 2

14100 Airline Highway, Building 100, St. George, LA 70817

### Minutes

#### 1. APPOINTMENT / ELECTION OF OFFICERS

*Chief Tarleton explained the process of appointing board members since 2 cities cover a portion of the district as per RS 40:1496. Mr. Carnes motioned to appoint Darrell Ourso as Chair, Mr. Suchy seconded there were no objections the motion passed unanimously.*

*Mr. Suchy motioned to elect Mr. Carnes as Secretary, Mr. Rosendahl seconded, there were no objections, the motion passed unanimously.*

#### 2. CALL TO ORDER

*Chairman Ourso called the meeting to order at 17:36 hours.*

#### 3. ROLL CALL

*Members Present: Mr. Ourso, Mr. Carnes, Mr. Morgan, Mr. Rosendahl, & Mr. Suchy*

*Non-Member Present: Chiefs Tarleton, Hartman, Ardeneaux, Yates, Jenkins, Underwood, Romano, Stubbs, FPO Hughes, & EA Consultants Jessica Wagner & Kristi Marioneaux.*

#### 4. APPROVAL OF THE MINUTES.

a. Minutes of the November 21, 2024 meeting.

*Mr. Carnes motioned to dispense with the reading and approve as submitted, Mr. Rosendahl seconded, there were no objections, the motion passed unanimously.*

#### 5. FINANCIAL - BUDGET UPDATE REPORT

a. Monthly Budget Report Estimate as of December 31, 2024.

*The monthly budget report was presented by Jessica Wagner, Mr. Carnes motioned to approve and amend the report as presented, Mr. Suchy seconded, the motion passed unanimously.*

#### 6. OLD BUSINESS: *None*

#### 7. NEW BUSINESS:

a. Approving the Audit Compliance Questionnaire for FY 23-24.

*Mr. Carnes motioned to approve and amend the signatory line for chairman, Mr. Rosendahl seconded, there were no objections the motion passed unanimously.*

b. Receiving the Employee Guidance Manual for Non-Civil Service Employees.

*Mr. Suchy motioned to approve the Employee Guidance Manual for Non-Civil Service Employees; Mr. Rosendahl seconded. Mr. Morgan made a substitute motion to defer for 30 days, the motion died for lack of a second. The original motion passed with Mr. Ourso, Mr. Carnes, Mr. Rosendahl, Mr. Suchy voting for and Mr. Morgan voting against.*

c. Approving the following policies:

- i. BOC and Finance policy
- ii. Bank reconciliation policy
- iii. Ethics policy

*Motion by Mr. Carnes to approve all 3 policies, Mr. Suchy seconded, the motion passed unanimously.*

8. **OTHER BUSINESS:** *Chief Underwood gave an update on the articulation agreement with Columbia Southern University.*

**ADJOURNMENT:** *Motion to adjourn by Mr. Suchy, Seconded by Mr. Rosendahl, the motion passed unanimously, the meeting adjourned at 18:21. Next meeting February 20, 2025.*