

MINUTES OF THE LAFOURCHE FIRE DISTRICT 8-C

BOARD MEETING

November 15, 2018

ATTENDANCE:

The fire district 8-C Board Meeting was held at the Chackbay Fire Department station 3. Faron Molaison, Board President, presided at the meeting. The meeting was called to order at 6:05 P.M. and was adjourned at 7:24 P.M.

The following board members were present:

Faron Molaison, Adley Peltier, Rick Wiley and Tony Lafaso.

The following guests were present:

OLD BUSINESS:

Approval of previous meeting minutes

Previous meeting minutes from the August 16, 2018 meeting motioned to be approved by Rick Wiley and seconded by Tony Lafaso. Passed 4-0 in favor.

Previous meeting minutes from the September 18, 2018 meeting motioned to be approved by Rick Wiley and seconded by Tony Lafaso. Passed 4-0 in favor.

Motion to deviate from agenda

Motion by Tony Lafaso to deviate from the agenda, seconded by Rick Wiley. Passed 4-0 in favor.

Chackbay Fire Department treasurer report

Faron Molaison presented the Chackbay Fire Department treasurer report which was sent by Trent Larousse. He presented the attached budget form for the Fire Department. Mr. Molaison explained the general account presently has NINE THOUSAND SIX HUNDRED THIRTY EIGHT DOLLARS AND 36/XX, (\$9,638.36).

Lafourche Fire District 8-C Board treasurer report

Adley Peltier presented the Board's treasury report. At present the Board's Parcel Fee Account has ONE THOUSAND FOUR HUNDRED SEVENTY SEVEN DOLLARS AND 13/xx (\$1,477.13) and The Board's Insurance Rebate Account has FIVE HUNDRED DOLLARS AND 00/xx (\$500.00). There was one parcel fee check that was received for FOURTY NINE DOLLARS AND 50/xx (\$49.50) which has not yet been deposited and is not included in the numbers earlier presented. There are no monies to be transferred to the Department at this time. Rick Wiley makes motion to approve treasurer report second by Tony Lafaso. Passed 4-0 in favor.

The total collected money collected from the parcel fee so for this year is NINTY THOUSAND THREE HUNDRED SIX DOLLARS AND 36/xx (\$90,306.88). The total money received from the insurance rebate is EIGHTEEN THOUSAND SEVEN HUNDRED TWO DOLLARS AND 92/xx (\$18,702.92). The total combined is ONE HUNDRED EIGHT THOUSAND FIVE HUNDRED EIGHTY ONE DOLLARS AND 67/xx (\$108,581.67).

Fire District 8-C Board discussion of 2019 Budget.

Trent Larousse sent the budget for the Fire Department for 2018. The document is attached. The board discusses how to prepare the budget for 2019. Rick Wily makes a motion to set a special meeting with the Fire Department. The meeting is to be no later than January 15, 2019, where the Department introduces their budget to the Board. Tony Lafaso seconds the motion. Passed 4-0 in favor.

Faron brings into the minutes the attached Chief's Report.

Board discussion of delinquent parcel payments.

Faron recaps last meeting's presentation by J.P. DeGravelles. Mr. Molaison presents to the board the 2017 delinquent list provided by the Sheriff's office. There are 14 on the list from the trailer parks. Since we have now set up collections from the trailer parks, we will wait to do anything until the board has a procedure in place for collections.

NEW BUSINESS:

Meeting dates for the Board for 2019.

January 17, 2019, April 18, 2019, July 18, 2019, and November 21, 2019. All meetings will start at 6:00PM

Respectfully submitted,



Adley Peltier
Secretary/Treasurer

AGNEDA
LAFOURCHE FIRE DISTRICT 8-C
BOARD MEETING
November 15, 2018

1. Meeting called to order
2. Pledge of Allegiance
3. Roll Call: Faron Molaison
 Adley Peltier
 Travis Chiasson
 Rick Wiley
 Tony Lafaso
4. Approval of minutes for August 16, 2018 meeting.
5. Approval of minutes for September 18, 2018 meeting.
6. Lafourche Fire District 8-C Board treasurer report
 - a. Present account balances
 - b. New Parcel Fee Collections
 - c. Money to be transferred to Fire Department
 - d. Discuss the Lafourche Parish Fire District 8C, 2017 Financial Statement from T.S. Kearns.
7. Chackbay Fire Department treasurer report
 - a. Present Account Balances
 - b. New Business
8. Fire District 8-C Board discussion of 2019 Budget.
9. Board discussion of delinquent parcel payments.
10. Any other matters properly brought before the Board.

Chackbay Fire Department / Lafourche Fire District 8-C

10 year Plan

1 - 3 Year

- Begin receiving quotes/bids on refurbishing Salvage 113 (Est. \$165,000)
- Increase Parcel Fee to at minimum \$75, maximum \$100
- Begin Replacing SCBA Bottles (40 bottles @ \$600.00ea over the next 3 yrs) **G**
- Renovations to Station 1 (must be done prior to delivery of refurbished 113) (Est. \$15,000 – \$25,000)
- Purchase SUV / Pickup Truck for transporting equipment/crews (Est. \$40,000)
- Begin replacement of old nozzles with new, industry acceptable nozzles (Est. \$5000)

3 – 5 Year

- Acquire at minimum 15 sets of new bunker gear (Est \$2000ea) **G**
- Purchase new Engine 114 (Sell current truck for est \$20,000) (New truck Est. \$350,000)
- Hire Daytime maintenance / firefighter (Est \$35,000/yr)

5 – 10 Year

- Renovations to Station 2
- Refurbish Salvage 111 (Est. \$175,000)
- Refurbish Engine 112 (Est. \$200,000)
- Hire 2nd Daytime maintenance/firefighter (Est. \$45,000/yr)

Other Capital Projects Not Expected to Affect Budget

- Continue to seek grant funding for a fire boat
- Continue to seek grant funding to replace ATV
- Continue to seek grant funding for hose
- Continue to seek grant funding for Gear / SCBA
- Continue to seek grant funding for Station note
- Continue to seek grant funding for Fire Education props

I am currently working with Garret Graves office to determine if we qualify to transfer Station note to a low interest federal loan

Lorio funding, currently at \$15,000/yr may increase over the next few years

11/15/2018 Chief's Report

- CVFD has received and put into service 1600 feet of fire hose purchased through a matching grant administered by the Louisiana Department of Agriculture & Forestry through the US Forest Service. Total cost to the department was \$2719 with the grant matching the same amount. This allows all of our trucks to have new attack hose (hose used from the truck to the fire). The current plan is to apply again next year to replace our supply hose (hose from the hydrant to the truck). If we are able to do this we will be in good shape with hose for many years. All old hose that passed test this year was given to Bayou Beouf Fire Department.
- All fire extinguishers have been tested and certified for 2018/2019
- Engine 115 (ladder truck) failed its annual ladder certification. This test involves x-ray, NDT, UT, visual inspection, and a drift test. During the drift test, a 500lb tank of water is suspended from the tip of the aerial while fully extended. A measurement is taken and the truck is left to sit for 1 hour. The maximum amount of drop allowed is $\frac{3}{4}$ ", during the test the truck dropped $1\frac{1}{4}$ ". The truck was sent to our vendor who found a faulty hydraulic valve. The truck was repaired and re-tested. Total cost of the repair was approximately \$4000. The truck returned this week and is back in service.
- While Engine 115 was in the shop, they did annual maintenance and pump test on it. All the other trucks will receive annual maintenance and pump tests in the next 2 weeks.
- CVFD was notified by FEMA that both grants submitted for FY2018 were denied. I spoke to Congressman Graves and have since spoken multiple times to his grants manager who is working to find out why our grant request was denied. In addition, we submitted a FY2019 grant which asked for the same items from the 2018. Congressman Graves will write a letter of support and has requested permission to be the point of contact for FEMA. We hope this improves our chances for future funding. (Note: this is a highly competitive grant and FEMA typically has 100-130million to give out and receives almost 2 billion in requests)
- We are working on a project to install a dry hydrant on South Sugarfield Drive. In this area the roadway is close to the water which makes for an ideal location in the event we would need to draft water for a big fire. We

have a contractor who will do all the work for free and we have purchased all of the piping and fittings needed. The only thing left is that we will have to drain the pond 3-4 feet so that we can drive the piling to secure the pipe. We are working on finding a large 6 inch – 8inch pump and the ideal time (not rainy) to do this work.

Total TYD Calls for Service – 115

Building Fire	-	3
Vehicle Fire	-	2
Trash/Rubbish/Wildland Fire	-	5
Medical Assist / Assist EMS Crew	-	14
Motor Vehicle Crash	-	38
Gas Leak (Natural or LPG)	-	6
Smoke Scare / Smell of Smoke	-	4
Fire Alarm	-	16
CO2 Alarm	-	7
Good Intent Call	-	1
Unfounded	-	4
Other / Public Assist	-	15

Order Receipt

Houma/Thibodaux

The Courier/TheThe Courier/Daily Comet. P.O Box
116668 Atlanta, GA 30368-6668

Phone: (866) 470-7133

Fax: (863) 802-7825

URL: HoumaToday.com & DailyComet.com

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LAFOURCHE PARISH FIRE DIST 8C
103 MOONFLOWER DR
THIBODAUX, LA 70301

Acct #: 00004460
Phone: (985)803-0179
Date: 11/07/2018
Ad #: 00009246
Salesperson: HOUC047 Ad Taker: HOUC047

Class: HOU9996

Ad Notes:

Sort Line: Lafourche Parish Fire District

Description	Start	Stop	Ins.	Cost/Day	Amount
HOU102 Daily Comet	11/09/2018	11/09/2018	1	3.12	3.12

00009246 Publication 11/9/18
Lafourche Parish Fire District 8C
Will be having a meeting on Thursday
November 15th beginning at 6:00 pm.
It will be held at Chackbay Fire Station 3,
Located at 103 Moonflower Drive,
Thibodaux La. 70301

Ad Text:

00009246 Publication 11/9/18
Lafourche Parish Fire District 8C
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6:00 pm.
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Drive, Thibodaux La. 70301

Payment Reference:

Total: 3.12
Tax: 0.00
Net: 3.12
Prepaid: 0.00

Total Due 3.12

January 11, 2018

TO: ALL PARISH BOARDS

FROM: Carleen B. Babin, Council Clerk
Lafourche Parish Council

RE: COMPLIANCE WITH SECTION 2:97 OF THE CODE OF ORDINANCES

In keeping with the By-Laws and Operating Procedures of the Parish Council, it is my duty as Council Clerk to send a yearly letter reminding you that all Parish Boards and Commissions under the jurisdiction of the Lafourche Parish Council shall comply with Section 2:97 of the Lafourche Parish Code of Ordinances (see attached).

Please read over carefully the attachment which accompanies this letter, checking all due dates which apply to your respective board.

If we may assist you with further information on this or other matters before you concerning Lafourche Parish Government, please contact me at (985)-446-8427, by fax at (985)-449-4012 or by email at councilclerk@lafourchegov.org.

cbb
attachment(1)

cc: Lafourche Parish Council

Sec. 2-97. By-laws and operating procedures of the parish council; special districts and parish agencies.

- (a) All special districts and parish agencies under the jurisdiction of the council, must submit written reports as follows. It shall be the responsibility of the board chairperson or board contact person to submit the following written reports:
 - (1) Yearly budget.
 - (2) All minutes of meetings.
 - (3) All meeting agendas.
 - (4) Quarterly report on meetings and the attendance of board members.

- (b) All special districts and parish agencies under the jurisdiction of the council, must submit yearly audits as indicated by state statutes. Two copies of the audit is required. One will be forwarded to the finance department by the council clerk's office.
- (c) The council clerk's office is to maintain all the above reports in special files.
 - (1) The council clerk's office is to create and maintain a receipt for each board as it submits required information.
 - (2) The finance department will issue a receipt for each audit submitted by the council clerk's office.

- (d) All boards and agencies of the parish council shall submit to the council clerk's office a written annual progress report which will contain their current operating budget and their accomplishments and activities. All boards and agencies of the council with an annual operating budget in excess of \$50,000.00 shall also be required to give an oral presentation on accomplishments and activities on an annual basis. Any capital expenditures in excess of 25 percent of their annual budget shall be ratified by the parish council. The council can also request that any parish board, regardless of the annual operating budget, present an oral report.

- (e) All budgets, agendas, and minutes shall be due in the council clerk's office no later than January 31. All quarterly reports on meetings and the attendance of board members shall be due in the council clerk's office quarterly; due dates of quarterly reports will be March 1, June 1, September 1 and December 1 of the perspective year. Any report, written or oral, all quarterly reports on meetings and attendance of board members as well as all budgets, agendas and minutes which are not received by the due date will be considered delinquent. As a result of being

delinquent on these reports, the board members may be removed and the parish council may assume the responsibilities of the board until a new board is appointed.

- (f) All audits (both copies) are due in the council clerk's office no later than May 10. If a board does not meet the above deadlines, all respective board members must attend the second council meeting in May to state their case why the deadline was not met. If members of the respective board(s) do not attend the second May meeting, all board members will be removed.
- (g) All boards will be reminded of their due dates every January by the council clerk's office. If the due date for all reports fall on a Saturday or Sunday, the report(s) must be turned in by the preceding Thursday.
- (h) Any and all information received by any office other than the council clerk's office is required to immediately forward said information to the council clerk's office.

(Code 1996, § 2:303; Ord. No. 3879, 9-5-2006; Ord. No. 4115, 8-14-2007; Ord. No. 4991, § 1, 8-16-2011)

Cahackbay Fire Department
General Budget Recap

Budget Balance

Starting Balance: \$5,858.39 *As of 12/31/2017

Categories:	Amt. Spent YTD:
Insurance	\$23,137.84
Station 3 Note	\$0.00
Unit 114	\$25,347.74
Unit 115 Note (Paid Off)	\$6,944.14
Station Maint	\$2,341.16
Station Supplies	\$0.00
Station Utilities	\$577.11
Training	\$1,150.00
Truck Maint	\$9,863.30
Office Supplies:	\$0.00
Medical Supplies	\$0.00
Firefighting Equipment	\$1,426.84
Vehicle Fuel:	\$0.00
Grant Writing	\$1,500.00
Professional:	\$1,250.00
Station One Rent	\$1,500.00
Reporting Software	\$3,249.60
Equipment Testing	\$5,348.70
Communications	\$1,082.50
Ipad Project	\$1,500.00
Disaster Expenses:	\$0.00
Miscellaneous Expenses:	\$0.00
Total Spent YTD:	\$86,218.93

Minus Beginning Balance: \$5,858.39
Sub. Remaining Balance: -\$80,360.54

Plus Accounts Recievable: \$89,998.90

Budget Categories:	Amt. Budgeted:	Difference:
Insurance	\$25,000.00	\$1,862.16
Station 3 Note	\$0.00	\$0.00
Unit 114	\$27,652.08	\$2,304.34
Unit 115 Note (Paid Off)	\$6,944.14	\$0.00
Station Maint	\$2,500.00	\$158.84
Station Supplies	\$0.00	\$0.00
Station Utilities	\$1,000.00	\$422.89
Training	\$1,500.00	\$350.00
Truck Maint	\$14,000.00	\$4,136.70
Office Supplies:	\$0.00	\$0.00
Medical Supplies	\$0.00	\$0.00
Firefighting Equipment	\$1,500.00	\$73.16
Vehicle Fuel:	\$0.00	\$0.00
Grant Writing	\$1,500.00	\$0.00
Professional:	\$1,250.00	\$0.00
Station One Rent	\$1,500.00	\$0.00
Reporting Software	\$3,249.60	\$0.00
Equipment Testing	\$5,400.00	\$51.30
Communications	\$1,200.00	\$117.50
Ipad Project	\$1,500.00	\$0.00
Disaster Expenses:	\$0.00	\$0.00
Miscellaneous Expenses:	\$0.00	\$0.00
Budget Total:	\$95,695.82	\$9,476.89

Total Checking Balance : \$9,638.36

SIGN IN SHEET OF THE LAFOURCHE FIRE DISTRICT 8-C

BOARD MEETING

11/15/18


Board Members:

Faron Molaison 

Adley Peltier 

Travis Chiasson _____

Rick Wiley 

Tony Lafaso 

Guests:

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