



**FIRE PROTECTION DISTRICT NO. 13
ST. TAMMANY PARISH
P.O. Box 2109**

George Osbourn *Mark Cortez*
Chairman Commissioner

Lonnie Johnson
Fire Chief

**COVINGTON, LA 70434
985-898-4913**

Tony Devillier
Vice-Chairman

Clint Ory
Secretary

Jorge Fernandez
Commissioner

Norman Voelkel
Treasurer

Meeting Minutes

The St. Tammany Parish Fire Protection District No. 13 Board of Commissioners met in regular session at **7:00 PM** on **September 29, 2021**, rescheduled from September 15, 2021 at the St. Tammany Fire Protection District No. 13 fire station located at 13053 Hwy 190 Covington, LA 70433. Meeting delayed due to Microsoft Teams virtual meeting problem.

7:12 PM the meeting was called to order by acting Chairman Devillier

Roll call: Absent: George Osbourn, Present: Norman Voelkel, Jorge Fernandez, Mark Cortez and Tony Devillier.

Pledge of Allegiance

Invocation

Awards and Recognition: None

Minutes Review: Review and consideration of approval of the Aug 18, 2021, board meeting minutes, Mr. Voelkel made a motion to approve minutes, seconded by Mr. Fernandez, no further discussion, all in favor. (See attached).

Financial Report: Board Secretary Clint Ory discussed and reviewed the August Financial report, The budget is on target for estimated overall expenditures. The August credit card report was also submitted to the board and was found to be in order with no additional discussion. The board was presented copies of the pre-draft 2022 budget and the proposed updated pay-scale, these will be officially introduced at the October monthly meeting and adoption in November. The board was also presented with the Erwin Insurance Agency Workers comp and General Liability quotes that were received that morning. There were issues with the quotes and they renew Oct. 5th, this leaves only 4 business days to make corrections and bind coverage. Much discussion over service provided by agency and a request again from Administration to make a change. The board discussed having Risk Solutions LLC assume the policies as agent of record. Mr. Devillier made a motion to switch agent from Erwin to Risk Solutions, second by Mr. Cortez. Discussion regarding the long relationship with Erwin is unfortunate but the service has been lacking, they are not subject matter experts on needs of government fire service and it creates problems. They also delay providing renewals. After discussion Mr. Devillier called for a vote. All were in favor and none opposed, motion passed. Mr. Devillier made a motion to adopt the financial reports, and credit card reports, second by Mr. Cortez. No further comments or discussion, all members in favor (see attached).

Old Business

1. Chad Danenhowe reported on the status of the land acquisition for Station 134. There has been no additional progress, the Champagnes completed the valuation of the land and the donation documents. Chad still needs to contact the assessor's office to understand how a 99-year lease for a fire station will impact taxes.

New Business

1. Chad Danenhowe introduced three resolutions, two are record keeping from action the previous meetings, 2021-007 and 009. There was one new resolution 2021-008 authorizing Mr. Tony Devillier as a signer on the bank accounts. Motion by Mr. Voelkel, second by Mr. Fernandez, no further discussion, all in favor, resolution passed.
2. Chad Danenhowe reported that there were no further comments from PMI.
3. Civil Service report. – Chief Johnson advised that they received dates for tests for Fire Equipment Operator and Admin Assistant.
4. Maintenance – Ladder 42 is out of service having internal extension rams rebuilt No other major repairs to report.
5. Training Report: Chief Hecker provided a written training report, also discussed two new volunteers preparing to take Firefighter 1.
6. Fire Prevention: Building inspections are on track to be completed by end of year. Inspections are going well.
7. Fire Chief's Report: Reported 132 calls in August. Chief Johnson reported that Fire District 8 requested donation of the



portable building approved to be donated last board meeting. Chief Stein was present to sign donation paperwork and thanked the district for the donation.

8. **Motion to adjourn** by Mr. Cortez and seconded by Mr. Voelkel, all in favor, Adjourned at 8:48 PM.