



St. Tammany Parish Fire Protection District No. 11  
Board of Commissioners  
Minutes of the Meeting on November 14, 2017

**ROLL CALL**

Don Thanars - Present  
Eugene Swann - Present  
Floyd Trascher – Present  
Michele Blackwell - Present

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**MINUTES**

Mr. Trascher said, Madam Chairman, if I may, I would like to move that we open the agenda. There's two items to move forward so that we can move it along more expediently. The first item would be the Civil Service Appointment and the second would be a presentation from our Assessor.

Mrs. Blackwell said, ok, do I have a second?

Mr. Swann said, second.

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

Mr. Thanars said, yea.

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

Mr. Swann said, yes.

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

Mr. Trascher said, yes.

Mrs. Blackwell said, motion carried, these items can be moved forward.

Mr. Trascher said, the first item that was requested was the appointment of the Civil Service Board, a representative from the fire district. They held their elections and Mr. Aaron Davis was appointed. It's Resolution number 2017-025, appointment of Aaron Davis to the Civil Service Board for Fire District 11:

**WHEREAS**, a quorum of the Board of Commissioners (“Board”) of St. Tammany Fire Protection District No. 11 (“District”) was present on this date, November 14<sup>th</sup>, 2017 for a properly advertised, regularly scheduled meeting:

**WHEREAS**, the Board of Commissioners of Fire Protection District No. 11 of the parish of St. Tammany, State of Louisiana (the “Governing Authority”), acting as the governing authority of Fire Protection District No. 11 of the Parish of St. Tammany, State of Louisiana (the “District”), find it in the best interest of the Board, employees, citizens and taxpayers to recognize and appointment of Aaron Davis as a member of the Civil Service Board:

NOW THEREFORE, BE IT RESOLVED that:

1. The Board of Commissioners wishes to appoint Aaron Davis to the local Civil Service Board for the St. Tammany Fire Protection District No. 11.
2. To the extent that prior resolutions or acts of this Board conflict with this Resolution, those prior Resolutions and actions are superseded by this Resolution.

Mr. Trascher continued, I would so move that we adopt this Resolution.

Mr. Thanars said, second.

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

Mr. Thanars said, yea.

Mrs. Blackwell asked, Mr. Eugene Swann, how do you vote?

Mr. Swann said, yea.

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

Mr. Trascher said, yes.

Mrs. Blackwell said, motion carries.

Mr. Trascher said, if you would like, Mr. Davis and Mr. Tassin, if y'all would like to adjourn to the Civil Service, with the Civil Service Representatives, you can continue the task of ardently educating our Civil Service Board.

Mrs. Buck said, we are happy to do it.

Mrs. Blackwell said, Thank you guys and thank you for your service.

Mrs. Blackwell asked, pass that down to him, please. Don, will you sign that so that they will have it in.

Mr. Swann called on Mrs. Riles, yes ma'am?

Mrs. Riles said, would you like me to go in with them or stay in here?

Mr. Trascher said, pardon me?

Mrs. Riles said, would you like me to go in with them or stay in here?

Mr. Trascher said, you can stay in here with this unless you think it would be beneficial for you with their instructions. That would be fine and it would be ok with us. Madam Chairman, Mr. Fitzmorris.

Mrs. Blackwell said, ok, we are going to move to the Assessor, Mr. Fitzmorris?

Mr. Fitzmorris said, thank you very much.

Mrs. Blackwell said, thank you. Would you come to our podium, please?

Mr. Fitzmorris said, absolutely, I wasn't sure where I should go. Thank you very much for having me here this evening.

Mrs. Blackwell said, state your name so she will know for the minutes, please.

Mr. Fitzmorris said, I am Assessor Louis Fitzmorris and thank you for having me here this evening. As most of you know we asked you all to enter into basically, a cooperative agreement with the assessor's office and really along with all the taxing bodies and agencies in the Parish. What we have done, well since I have been in the office, the last four years, I am on my fifth year. We have looked at homesteads and

we've looked at ineligible homesteads. What we recently did was contract out with a firm called Asure and what they have did was they went and tried to identify ineligible homesteads. People that have homesteads that they shouldn't have. In the process of doing it, about 2,200 were identified that had homesteads that they shouldn't have for a variety of different reasons. A lot of them were people who have passed away and successions hadn't been opened up. It could have been just over time, in the past, when people would buy a home and have a homesteads and when it went through our transfer process, it wouldn't be removed. So, it was left on there inadvertently. Anyway, through this process, what we did, like I said, contracting out with this firm, they identified about 2200 homesteads. A homesteads saves the average homeowner about \$1,000 in taxes so, it's pretty significant. So, here within your district, Fire District 11, there was about 52 homes that were found to have homestead exemptions that they shouldn't and what that will do is, that will generate for you, and hopefully you have some of this information that we got it to you. It's going to generate, well, for the same homes, last year 2016, well the same homes it generated for your taxing body, for Fire District 11, \$3,855. For 2017 it's going to generate \$16,808. So, that's a difference of almost \$13,000 that will be coming in. Now, how does this work. How is the payment system done. It's almost like on a commission deal. The fees by Asure were, for a homestead, say for a home that was already fully homestead and wasn't really generating, it was \$175 for any other homestead, it was \$350 per homestead. That is what they were charging us. This is all going, as you know, the bills have gone out. That goes through the Sheriff's department. The Sheriff's office is going to collect these monies. They collect the taxes, the property taxes. For these individuals, these homes that lost their homestead, there's going to be about an extra \$1,000 or so. The way we are breaking up the payment is based on the percentage of your millage rate in regards to the area. Your millage rate is 42.17 mills is what Fire District 11 has. Your actually encompassed within three different taxing district's. Taxing district's 22, 25 and 32. The overall millage rates for taxing District 22 is about 153.44. For taxing district 25 is 154.89 and for tax District 32 is 158.86. Basically, what we are doing, what my I.T. guy is doing, is just taking your bills, dividing it and coming up with a percentage and that would be your payment . So, based on those 52, the cost that would be associated with Fire District 11 would be \$3,483.13. You don't write a check for that. It doesn't come out of your budget, per se. Again, this money is collected by the Sheriff's department. The Sheriff's department is going to withhold every body's portion. They are going to hold that \$350 and then they are going to do it based on the information that we give them based on the percentage. So, once again, and the fees are only going to be pulled out when the taxes are paid on that individual property. So, it's not like, ok, this is the amount we come up with, we are just taking it out of the monies coming to you. Once again, it is only going to be taken out by that individual homeowner. That home that had his homestead pulled off. Now, I talked to Mr. Floyd earlier about equipment or even a program or anything. No, this is basically a one time fee. I am not sure if we will do, we may do this again in the future but, as of right now, it is just a one time fee. It's not going to cost you anything, is what it boils down to. Yes sir?

Mr. Thanars said, so, is this to help cover the extra over head for administration and so forth, to collect this because of the changes or the cost that you incurred, this is to, kind of, a cost share?

Mr. Fitzmorris said, it's a cost share, yeah. There's no over head. I am not adding to it. This is what the company is charging.

Mr. Thanars said, right.

Mr. Fitzmorris said, and then, even myself, even though I have less mills, we are paying a portion of it. But, once again, our payment is coming out of extra revenue coming in. So, once again, I am not going to have to write a check. You are not going to have to write a check. You are not even going to have to budget for it. Because, once again, this is extra monies coming in. Now, I can't tell you that this is going to last forever. These homes can sell, they can get a homestead on it. There were actually, 3,000 that were identified but a lot of them, we are going to work with everybody. So, that could change over time but, as of this year, that's what we are looking at. That's what we are looking at.

Mr. Trascher asked, so this is going to be just for the additional revenue?

Mr. Fitzmorris said, that's correct.

Mr. Trascher said, that's generated on the properties based on adjusting or removing the homestead exemptions.

Mr. Fitzmorris said, that's removing the homestead exemption.

Mr. Trascher said, and this is going to be a one time fee?

Mr. Fitzmorris said, that's correct.

Mr. Trascher said, and next year the District would receive the full benefit of the entire millage.

Mr. Fitzmorris said, unless the home sells and gets a homestead or something, but yes sir, absolutely. This is a one time fee. It's not like forever, these properties. It's just this one year. And what it's going to do, if it stays like it is, it's going to generate you, once again, almost \$10,000, \$9,000 something extra dollars. That and I don't know about you but, that's real money. You can always find something to do with that.

Mr. Trascher said, yeah, that won't be a problem.

Mr. Fitzmorris said, especially in a smaller district and stuff.

Mr. Trascher said, so, is this something that is going to be on going every year?

Mr. Fitzmorris said, no, no.

Mr. Trascher said, they not going to review the homestead exemptions?

Mr. Fitzmorris said, oh no, no, no. We gonna do but, whether we are going to contract out with this firm or another firm. Whether we do, it will probably be a couple years, 2 or 3 years probably, before I do it again. One of the reasons is that the State has actually made it easier. We can now access death records. That's a big part of what this is. Like I said, a lot of them, like I said, were people that passed away. Not recently, I am talking years ago.

Mr. Trascher said, like 2 or 3 years.

Mr. Fitzmorris said, and there was no succession open and stuff. This has actually motivated a lot people to go and get all of that work done. Like I said, there were over 3,000 that were identified but, it was down to about 2,200 that we knew for sure that this is what it was. A lot of this is extra homes for people, rental property and stuff like that is what it turned out to be or family members are living there and stuff. So, I would ask you if, cause like I said, well the process is done and the bills have gone out and because this has been a bit of turn. I want to thank my Chief Deputy, he's on vacation this week but he, Troy Dugas. But he, Troy, he set this up and has done a lot with us. There's over 3,500 taxing bodies we have to deal with so, to be honest with you, it's you and Fire District 13 are the last two that we have to get with us.

Mr. Trascher said, if we go ahead and approve this now, is this going to be a one time resolution?

Mr. Fitzmorris said, oh, yes sir.

Mr. Trascher said, the next time that, if you were to engage the services, you would need to come back to the bodies?

Mr. Fitzmorris said, absolutely, yes sir. I am sure your attorney would tell yo the same.

Mr. Trascher said, ok.

Mr. Fitzmorris asked, is there any other question or concerns or from the public? I am sorry Mrs. Chairman, I shouldn't have done that. You got me up by this podium.

Mrs. Blackwell said, no, your fine. If there's any questions, let's get them out now.

Mr. Thanars said, so, just to be clear, this assessment is based on the additional, the \$16,000 that you mentioned.

Mr. Fitzmorris said yes.

Mr. Thanars said, so, it will be deducted from that \$30 some hundred dollars, so we should get a net of about \$12,500 or so.

Mr. Fitzmorris said, yeah, let me just do my numbers again one more time and stuff. Yeah, it's almost \$13,000. If you take the difference between what you got last year and what you are going to get this year, it leaves you a net of \$12,952.79 and then you would subtract the \$3,483.13. So, almost \$9,000 or \$10,000 extra. If you look, like I said, deducting from what you did last year with these same properties. Like I said, it's all about making money. It's not about costing money, it really isn't. And, this is important, if I may, just big picture wise. It's about, it's not actually about getting you extra money. It's about making it fair and equitable. What this is allowing you to do is hopefully, you can do the same amount of work that you need to do and the same investment in your district without having to raise your mills because you are getting more for your mills. Your getting more for your mills. That's the point of this, that's the point of this. Alright, anything else?

Mr. Trascher said, if there is no further discussion, I would like to say that, I mean, I don't see a problem with it. It's just the one time like that. I think it would be beneficial to the district and it's, it looks like for this program to work, all of the taxing bodies would need to participate so that the revenue would be broken down between all of them to do. With that said, I would move to approve the proposed contract for the year 2017.

Mr. Fitzmorris said, yes sir, thank you.

Mrs. Blackwell said, do we have a second? I know Don has something to say but we have to get through the second before he can say it. Can we say what Don wants to say before we get to the second?

Mr. Trascher said, the motion is going to die if we don't get a second.

Mr. Thanars said, if you don't get a second it will die.

Mrs. Blackwell said, well, it's dead I recon.

Mr. Thanars said, ok, my question is what happens if all taxing bodies don't approve this and then what happens?

Mr. Fitzmorris said, you are the only one and 13 that hasn't done it.

Mr. Thanars said, ok.

Mr. Fitzmorris said, it's very perplexing to me. That's why I am here.

Mr. Thanars said, I am asking the question just to make sure because this all new to me. It's new news. I understand what you laid out, it's just the implications that if we didn't or if they didn't, the cost is what they are because you already paid them, basically.

Mr. Fitzmorris said, yeah.

Mr. Thanars said, this is basically the cost sharing because this is coming out of your budget. I understand that and we benefit from it. I just wanted to get clarification on that. So, you mentioned 13. If we approve this, will you recalculate the cost share and our cost go up?

Mr. Fitzmorris said, it is what it is. This is what your cost is.

Mr. Thanars said, I got ya.

Mr. Fitzmorris said, I don't know what's going to happen if you don't approve or 13 because, to be perfectly honest, it makes no sense why you wouldn't approve it. But, if you don't you don't so then, I'll have to probably talk to my lawyer about what we have to do.

Mrs. Blackwell said, I guess kind of, basically what you are saying is our money is based on our 52 homes that are in our area, right?

Mr. Fitzmorris said, right.

Mrs. Blackwell said, so our money, the question is if we don't vote for it, what happens to the money then?

Mr. Fitzmorris said, you are going to get it. Your going to get your money whether you vote for this or not. Who eats that cost, like I said, I don't know.

Mrs. Blackwell said, it seems to only be fair to pay our portion.

Mr. Thanars said, I mean, this is basically cost share, the cost that you incurred to get this done. This is basically, I mean, for the taxing bodies to kind of cost share it out and so it doesn't come out your budget. That's essentially, I am trying to, it may or may not be the right words to say but...

Mr. Fitzmorris said, like I said this was about, this was a really good deal. Once again, like I said, we are talking about an ineligible homestead. Well, a homestead saves a taxpayer about \$1,000. So, this company was charging us \$175 or \$350 based on the amount of the set and how much it was homestead and for that, we got this \$1,000 available. Well there's a percentage of everybody that's getting it, ok. That's why I listed out the different, most of them are around 153 mills in this taxing district, your what almost 42, so that's a third. So, you are going to be getting a third of that \$1,000.

But, overall you are going to generate about an extra \$10,000. Well, actually, your going to generate almost \$13,000 and it's just going to cost you \$3,000 or so to get that.

Mr. Thanars said, right.

Mr. Fitzmorris said, that's like me, if you offered me, I'm trying to think. When I was Mayor, this is one way to look at it. If I had to come up with \$1,000 to get \$10,000, I found that \$1,000. If I needed to find \$10,000 to get \$100,000, I found that \$10,000. If I needed \$100,000 to get \$1,000,000, I found that \$100,000. Why, because that meant that I got \$900,000 for my \$100,000.

Mrs. Blackwell said, it's good business practice.

Mr. Fitzmorris said, once again, I am trying to make y'all money.

Mr. Trascher said, I don't see a lot of difference between this and what we do with the ambulance billing for collections. A half loaf is better than nothing. Again, I would offer the resolution to approve this for 2017.

Mr. Swann said, I second.

Mrs. Blackwell asked, Mr. Don Thanars, how do you vote?

Mr. Trascher said, wait, you have to ask if there is any more discussion.

Mrs. Blackwell said, oh, is there any more discussions? Anybody like to say anything?  
Mr. Don Thanars, how would you like to vote?

Mr. Thanars said, I would like to hear from the, no comments from the audience?

Chief Parish said, we have a better understanding now of what it meant, so we pretty much agree with it. I mean, if we had a vote we would say we would do it.

Mr. Trascher said, this was presented at our last meeting also and we did not approve it at this board because of the way we understood it at that time.

Mr. Thanars said, I got ya. I am ready to vote.

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

Mr. Thanars said, for.

Mrs. Blackwell asked, Mr. Eugene Swann, how do you vote?

Mr. Swann said, for.

Mrs. Blackwell asked, Mr. Trascher?

Mr. Trascher said, for.

Mrs. Blackwell said, motion carries. Do you want to do the resolution?

Mr. Fitzmorris said, thank you very much.

Mr. Trascher asked, do you want me to read the resolution for us?

Mrs. Blackwell said, yes, please, into the minutes.

Mr. Trascher reads:

Resolution of Board of Commissioners of St. Tammany  
Fire Protection District NO. 11 ("Pearl River")  
Relating to the Cooperative Endeavor Agreement  
St. Tammany Parish Tax Assessor's Office

Whereas a quorum of the Board of Commissioners ("Board") of St. Tammany Fire Protection District No. 11, ("District") was present on this day...

Mr. Trascher said, and we need to change this. It says October 10<sup>th</sup>, this is going to be changed to November 14, 2017.

Mrs. Blackwell said, she is (inaudible).

for a properly advertised, regular meeting:

WHEREAS, the Board of Commissioners of Fire Protection District No. 11 of the Parish of St. Tammany, State of Louisiana (the "Governing Body"), acting as the governing authority of Fire Protection District No. 11 of the Parish of St. Tammany, State of Louisiana (the "District"), find it in the best interest of the Board, employees, citizens and taxpayers, whereby the District will enter into a Cooperative Endeavor Agreement with the St. Tammany Parish Tax Assessor's office to ensure the accuracy of an accurate tax roll to the funding of the local government, including the "the District" and to the fairness to the taxpayers.

NOW THEREFORE, BE IT RESOLVED that:

1. The Board of Commissioners wishes to approve the St. Tammany Fire Protection District No. 11 to enter into the agreement (attached to this resolution) with the St. Tammany Parish Tax Assessors office the for the purposes of having accurate tax rolls for the St. Tammany Fire Protection District No. 11.

Mr. Trascher said, we need to change that. It says Fire District 1.

2. To the extent that prior resolutions or acts of this Board conflict with this Resolution, those prior Resolutions and actions are superseded by this Resolution.

Mr. Trascher said, this was the resolution that was defeated at our October 10<sup>th</sup> meeting. It had a vote listed as Mr. Thanars, absent. Mrs. Gallo, absent. Mr. Trascher, nay and Eugene Swann, nay. Those will be corrected to reflect the accurate vote of the Board here this evening.

Mr. Fitzmorris said, thank y'all very much. I really appreciate it.

Mrs. Blackwell said, thank you.

Mr. Fitzmorris said, know that we are available if you have any questions and stuff. Especially when it's millage time and time to set them.

Mr. Trascher said, I would like to thank the Board for opening the agenda so we could take care of these two items.

Mrs. Blackwell said, I won't finish signing that until the corrections are made. Ok, we will move back into the order of the agenda line. Has everybody read and approved the minutes for the October 10<sup>th</sup> meeting?

Mr. Trascher said, I had the opportunity to review the minutes and they seem to be in order and I would move to approve them with the video governing.

Mr. Thanars said, second.

Mrs. Blackwell asked, Mr. Don Thanars, how do you vote?

Mr. Thanars said, yea.

Mrs. Blackwell asked, Mr. Eugene Swann, how do you vote?

Mr. Swann said, yea.

Mrs. Blackwell asked, Mr. Floyd Trascher?

Mr. Trascher said, yes.

Mrs. Blackwell said, motion carried. Ok, we will now go to the Financial Report, Chief Dockery?

Chief Dockery said, I'm getting all my stuff, I will be up here a little while.

Mrs. Blackwell said, thank you.

## **FINANCIAL REPORT**

Chief Dockery said, ok, I didn't get a run down from the CPA on what percentage we should be at for this month but, all the amended budget was put in place so, we don't have any outstanding as of this month. We've collected 96.67% of our revenue. We are still waiting for a little bit more to come in from State Revenue Sharing. I expect that to be later in the month. Under Maintenance and Repair, we are at 39% for the total category with a few of our vehicles right at, well one in particular right at 98.92%. I do not foresee any more repairs this year for it. It is in need of more repair but it will be budgeted for next year. Supplies, we are running at 61.51%, it's well in range. Payroll is at 80.41% and our Utilities are at 67.53%. Now, I did find out what the water issue was and that is our third station. We didn't budget that in for this year and we actually got the station up and running so that's where the water spike came from. Last month I said, it was from the Kentwood water and that was a mistake. That actually comes out of a separate account. It's the water and sewer for the station on East Porters.

Mr. Trascher asked, what is the monthly rate on that Chief?

Chief Dockery said, about \$100. It's like \$99...

Mr. Trascher said, \$100, \$110 they charge us a month for water and sewer.

Mr. Swann said, that's kind of high.

Chief Parish said, we thought so, too.

Mrs. Blackwell said, especially with nobody there.

Chief Dockery said, that is a flat base rate.

Mr. Trascher said, and the Town of Pearl River does charge us commercial rate on the Fire Stations. That's something we can work on maybe next year.

Chief Dockery said, yeah, I just don't know what other company, we can talk to them and see if maybe we can get some flexibility out of them.

Mr. Trascher said, yeah, we do need to meet with them on that because, especially when we are ready to, because we kinda committed to manning that station. We are getting a bit off of the finances here, but we really need to start to preparing to do that. Because that's a big trailer park, that's going to be an asset to them to have that station manned. So, maybe we will have a little bargaining chip to work with. You know, with them on that so, as soon as we can get something a little more positive on manning it, we can go and approach them and ask them.

Chief Dockery said, yes, so we are looking, estimate to the end of the year at \$195,218.85, in surplus. That's for the remainder of the year. Do you have any questions on any items?

Mr. Trascher said, will we need to make any other adjustments to this budget before the years end?

Chief Dockery said, this year, no. everything will run..

Mr. Trascher said, so we will end within our 5%.

Chief Dockery said, yes. That is what I have for finance.

Mrs. Blackwell said, ok, that's it? Nobody has anything else to add? We will move to the Chief's Report, Chief Dockery, and the EMS.

**CHIEF'S REPORT**

Chief Dockery said, for the month of October, Fire District 11 responded to:

EMS	59
MVA	5
Vehicle Fire	1
Service Call	1
False Alarm	2
Trash/Grass Fire	3
Good Intent	3
Cancel/No Incident	6
Police Matter	1
TOTAL	81

Chief Dockery said, for EMS side, you can see in front of you, from October 1, to October 31, we took in \$12,677.63 for EMS payments. So, it's still staying above the \$10,000, threshold we set.

Mr. Trascher said, how is the number of calls, as far as the EMS, been? Over the successive years, have we noticed our EMS calls are increasing?

Chief Parish said, we ran the highest number of call we have ever ran in the history of Fire District 11 right now.

Mr. Trascher said, on the EMS, that's what I am saying, it looks like the EMS calls are increasing.

Chief Parish said, total call volume, we are going to break 1000 this year if we continue on the track that we are on. Last year was our second highest and I think we ended the year with 879, if I remember right, last time I looked. So, we are already at 900. The majority of it is EMS.

Chief Dockery said, yeah, usually about 85 to 90% are usually EMS calls.

Mr. Trascher said, ok, I was just curious. Thank you.

Chief Parish said, it has gone up. It has gone up.

Mr. Trascher said, I mean, that would help account for the billing increases, the number of calls are going up also. It's corresponding. Thank you.

Mr. Thanars said, just for my edification, I think it's Sunrise, the new subdivision they are building on 41.

Chief Dockery said, yes.

Mr. Thanars asked, is that in our district?

Chief Dockery said, yes.

Mr. Thanars said, it will be our district.

Mrs. Blackwell said, I think our line of, correct me if I am wrong, is right there by Friendly Fred's.

Chief Parish said, well, St. Jude on 41, St. Jude on 41 and DG Holley, basically, right there is the line.

Mr. Thanars asked, do you have any idea how many homes are being built in there?

Mrs. Blackwell said, 20.

Mr. Thanars said, 20?

Mrs. Blackwell said, it was going to be 50 but they had to reduce it to 20 I am told.

Mr. Thanars said, ok. Alright thank you.

Chief Parish said, so there is room for expansion.

Mrs. Blackwell said, no, it's wet lands. They were going to put 50 in there and because of wet lands, they had to decrease it to 20. there's only 20 lots they can make out of it.

Mr. Swann said, they need to dry it out first.

Mrs. Blackwell asked, ok, is that it on the EMS report?

Chief Dockery said, that is it.

Mrs. Blackwell said, ok thank you, we will move down to Possible Purchase of Stretcher, Chief Dockery.

#### POSSIBLE PURCHASE OF STRETCHER – Chief Jack Dockery

Chief Dockery said, I know we spoke at the last meeting and opened up a sealed bid for the Striker Stretcher. I was just wanting to reaffirm the Boards decision on it, if we are going to move forward with the purchase of said stretcher. It would be for the amount of \$14,223.30.

Mr. Thanars asked, Madam Chair?

Mrs. Blackwell said, yes, Mr. Eugene Swann?

Mr. Swann said, Don had asked for something a long time back and we still have not got it. There is no reason we couldn't have got it in the last 30 days. Until we get that, I am not voting for any bit expenses.

Chief Dockery asked, for the Asset?

Mr. Swann said, that's correct. We have had more than ample time to go ahead and list the assets in the Tracker and we just keep on ignoring that. So, until that is done, I cannot vote in favor.

Chief Dockery said, alright. I do have an asset form that includes the prior stretcher. I can give you the date of when it was purchased.

Mr. Swann said, not the stretcher, all the assets. He asked for that and I bet you it's been close to 7 or 8 months ago.

Chief Dockery said, this takes time to get all assets. We need to put a threshold on what assets, and what is considered an asset. Is it \$3,000 and above?

Mr. Trascher said, I think we did that. We set, I think, when Mrs. Gallo was here, we set a time schedule and we had 3...

Chief Dockery said, yeah, and we set it to February.

Mr. Trascher said, no, it was January. It was supposed to be December and we moved it to January.

Chief Dockery said, ok.

Mr. Trascher said, and it was 3 different categories of equipment, in equipment pricing.

Chief Dockery said, which was apparatus, medical.

Mr. Trascher said, the first one was the biggest and I think the third category went down to \$5,000.

Chief Dockery said, ok, well we don't have that many assets that are at or below \$5,000. I do have a list of our big purchases that I can give y'all. It will show you the purchase date, how much the purchase price was. I can get that to you tonight.

Mr. Thanars said, and it was a while back that when we had this discussion. Is this the stretcher that you need to pull people up the ladder, I mean stairwells and things like that?

Chief Dockery said, no.

Chief Parish said, that's the stair chair.

Mr. Thanars said, oh, that's the stair chair.

Mrs. Blackwell said, this is just the stretcher.

Chief Parish said, so, and I just wanted to point out Mr. Gene, the stretcher was our original piece of equipment when we did the budget last year. The original EMS capital budget for EMS last year was \$15,000. The stretcher was our original item that we put in there to buy this year.

Mr. Swann said, this place should have a running inventory. It shouldn't be a very hard thing to go ahead and get that and...

Chief Parish said, I agree wholeheartedly with you and we are...

Mr. Swann said, and it's been asked for and totally ignored.

Chief Dockery said, I hasn't been ignored.

Chief Parish said, I hasn't, no sir, not ignored. We are working on it and I am sorry we haven't gotten it to you yet but, we are working on it. The budget, what I am getting at is that, when y'all approved the budget in December of last year, this was stretcher was originally the item that we were approving to purchase this year. Now, the monitor's got thrown into there, that wasn't an original approved item. That's why we asked to increase the budget which was approved last month but the stretcher was still the original approved item and we would still like to go ahead and purchase it. I mean, it was approved budget item that y'all approved in December. It's less than \$15,000. It's less than \$30,000 and that's what the state law says. So, we have the money in the budget. You approved to actually increase the amount on that ledger last month. We are just trying to find out why we can't go ahead and purchase what we originally had tried to purchase.

Mr. Thanars said, ok, you just said something that was important to me. This is within your existing budget...

Chief Parish said, yes sir.

Mr. Thanars said, there's no budget changes or impact to what we would decide.

Chief Parish said, no sir. Not on this, the monitors would have caused that but, no.

Mr. Thanars said, but you've already got that.

Mr. Trascher said, no, we are still going to have to purchase a monitor.

Chief Parish said, yeah, we will address that later.

Mr. Thanars said, so, it's two separate things. Alright.

Chief Parish said, because we didn't originally plan on purchasing a monitor this year. We are trying to get it in there. We will work on making that purchase at a later date. But, the stretcher was the original item that we did ask for and we did have it in the budget to purchase this year.

Mr. Thanars said, I mean, I can see the stretcher is a critical asset. I mean, it's something you use, you have to have it. The stretcher, is it just inoperable? What's the status on that?

Chief Parish said, it's the age. It's gotten, it's 10 years old and it's time to put it into reserve status and replace it. It's a liability. It's the easiest way to write a blank check to a patient, is

stretcher failure. Now, we maintain it. It's maintained but it's at the age where the insurance company says it's time to put it into retirement.

Mr. Thanars said, and monitor's are something for future discussion.

Mrs. Blackwell said, the monitor's, we had to have it updated or certified. We did find a company that did certify it.

Mr. Thanars said, ok.

Mrs. Blackwell said, and we will have to purchase another one in the future.

Mr. Thanars said, in the future, I'm just saying it's not, ok.

Mr. Trascher said, you know the next item on the agenda is the Asset Tracker and that's what we need to talk about. We've got to, and Don I think you hit the nail on the head in the past when you said we've got to get a handle on these purchases and one of the ways of doing that is through that Asset Tracker.

Mr. Thanars said, two different things now. I mean, the stretcher is a critical asset and I am not, you know, backtracking on the Asset Tracker. I mean, I think that's, for the future you have to do that and we have to be in a better position to be able to foresee when and what needs to be replaced so that our budget accurately reflects that so we minimize the mas that we have to go through. I think everybody would have visibility. We understand that we could run into a critical, kind of, shortfall or the budgeted money is not there and we have a critical asset. I think that at this point though, if we had it in the budget to buy it. It's something that needs to be purchased, then I mean, I am ok with making a decision on it tonight.

Chief Parish said, Mr. Gene, we are not ignoring you. I am sorry you feel that way. I can't attest to 7 months ago whenever y'all asked for it originally. I know last month I heard you say that you wanted it. I can honestly tell you that we are working on it but, we want to do it right. We never had it so we have to create it and we have a lot of years of things to look through and figure out and I can give you a hodgepodge of stuff but I don't think that's what you want. I think you want it done right. I think that we can probably give it to you by the next board meeting. I mean, that's how close we are to having it but, we aren't ignoring you. We really, I am sorry we haven't gotten it to you yet but we are diligently working on it, I can assure you. I want to assure you, let me put it that way. We are honestly working on it. But, I agree it is very important.

Mr. Thanars said, I mean, this is critical asset. This is not one of those things, I mean, it's within the budget.

Mr. Trascher said, when this came, back when the monitor came up, we were looking at \$80,000, you know, so, those are going to be just as critical because you don't need a stretcher if you can't run the ambulance and without that monitor we can't run it. so...

Mr. Thanars said, well we are getting ready to pick up another \$11,000.

Mr. Trascher said, I do recognize that we did actually do sealed bids on this, you know, we have complied with the bid process and everything else. The problem is, is that, somewhere we are going to have to, we set a goal on that Asset Tracker and we need to stick to that goal.

Mr. Thanars said, two things. I understand the Asset Tracker...

Mr. Trascher said, well, if we don't...

Mr. Thanars said, the decision to purchase items if they wasn't predicated up on that being done, trust me, I am not, I understand that. I really do. Both are important, it's just, the stretcher is a critical asset and I'm comfortable at this point. I am comfortable that they are working the Asset Tracker even though it's not completed, I got it. But, I am comfortable. I am personally comfortable making a decision on the stretcher and as a Board member tonight and realizing that we still have work to do on the Asset Tracker. I mean, that's, because it impacts everything beyond just the stretcher. There's a lot more things, when we look at, when they look at it, the realization will be one of those, wow. And then we are going to have to make some real serious business like decisions and planning in the future years. But, this just won't be one of them. I mean, if we wait on it we are still going to have to make the same type decision and we are going to be in the same type predicament that we are going to end up probably having to get one at some point.

Mrs. Blackwell said, I think that the concerns are, here we are at this for \$15,000, where another \$20,000 or \$30,000 on a monitor. What's going to be the next thing?

Mr. Thanars said, I am only saying this now because...

Mr. Trascher said, I'm not...

Mr. Thanars said, no budget implication when I say it's within the budget. We have one month remaining in this year and then we will be in the next planning cycle. I think I would...

Mr. Trascher said, we are working on the next planning cycle now because we need to introduce a budget tonight for 2018. It has to lay over 30 days, it has to be approved in December.

Mr. Thanars said, well, I mean..

Mr. Trascher said, I can sympathize and I want to purchase the stretcher. But, with that said, I am compelled for this Asset Tracker so that we can look at 2018, we can look beyond what we are going to do.

Chief Dockery said, so, is our goal \$5,000 and above for the Asset Tracker?

Mr. Trascher said, every asset, ultimately, every asset that this department has. The State even counts chairs.

Mr. Swann said, we should have an inventory of everything. You should know what this fire district owns.

Chief Dockery said, anything under a certain part though is considered a consumable.

Mr. Trascher said, not anything...

Mr. Swann said, things are not a consumable. You got to write things off legally. You can't just say we got rid of it.

Mr. Thanars said, the priority work was to get those high level, those are the ones that we need.

Mr. Trascher said, right, that's the ones that we need.

Mr. Thanars said, you know if something is 5 years old, you don't know it yet, you look at it and it's 5 years beyond it's lifespan and it needs to be re certified and to replace them, that's a critical asset and it's \$80,000. Then, in your budget we should see some line item to show for new purchase, new equipment for \$80,000 or whatever number that turns out to be. Because, we will see those natural spikes and we will know. If we look out the next 5 years, we will say, maybe replace 20 or 30% of it this year 20 or 30% of it next year and it becomes easy management for you and your not (inaudible) in replacement and it keeps us from making these crisis purchases. All of a sudden we find out we got something that's well over due and we got a liability and we have to do it, you know. But, had we known that, we plan for it. That's all we are trying to better position a plan.

Chief Parish said, we understand that. Large items, that's simple. I mean, we can give you that.

Mr. Swann said, that's not a small item.

Chief Parish said, what I am getting at is that \$200,000 fire truck, those large items, ambulances, those are easy. We can give you those to you right now. It's the small things that we need clarification on is, what is the threshold. This chair right here, does it get inventory sticker?

Mr. Trascher said, we did establish that...

Chief Parish said, (inaudible) when you ask for an inventory, you want everything.

Mr. Trascher said, we established that when we set the goal for the Asset Tracker and the limitation was \$5,000 and up. So, the tanks, the air tanks, whatever compressors, things that cost \$5,000 and up, we needed. That's what we are concentrating on now.

Chief Parish said, ok, that's, we will, I guarantee you we will definitely have that for you.

Chief Dockery said, I have that tonight.

Chief Parish said, ok. It's the \$5,000 and below that we need to know, like this chair.

Mr. Trascher said, at some point, this district needs to know, file cabinets, those are all assets. They are not consumable. Consumables are paper, pens, pencils, things like that. A chair, a table, a file cabinet, those are all, that's office furnishings. The assessor even tax businesses on those furnishings. So, we should have a list of those assets. Right now, that's not what we are looking for. What we are trying to accomplish is to keep from being in these situations where we got to, you know, we come here and you throw pamphlets on the table and say we got to buy this tonight. That's what we are having a problem. Like I said, if we can get, I can have the Asset Tracker on the agenda and that's what it's all about. You know, we need to quit making these knee jerk purchases. We need to get this information.

Chief Parish said, and I understand wholeheartedly and the knee jerk purchase was the monitor. Had we not ever included the monitor into any of these things, we wouldn't even be discussing the stretcher tonight because we would have never come to you and asked you for it because we budgeted for it last year when we approved the budget. It's an approved budgeted item. The only reason it's at this level here is because a couple of months ago...

Mr. Trascher said, and when we talked about it, wait now...

Chief Parish said, we tried to lump it all together with the monitor (inaudible).

Mr. Trascher asked, were you here when we talked about the monitors and we were going to finance them for \$15,000 a year.

Chief Parish said, for 5 years.

Mr. Trascher said, for 5 years and we had \$15,000 in the budget for EMS Capital purchases. Had we done that there would be nothing in the budget for the stretcher.

Chief Parish said, that, just to be clear, that included the stretcher. That was a purchase.

Mr. Trascher said, the \$15,000 was for the stretcher.

Chief Parish said, that included the stretcher and the monitors all together.

Mr. Trascher said, but you didn't have \$30,000.

Chief Dockery said, no, that was \$15,000 for the stretcher and the monitors for 5 years.

Chief Parish said, the 5 year plan was all of that in one package. It wasn't two separate packages.

Mr. Trascher said, well, we wouldn't have had enough money with \$15,000. Like I said, I understand the stretcher and I could go along with purchasing the stretcher but, we have to get this Asset Tracker on track. We got to stop doing the knee jerk purchases.

Chief Dockery said, if we could go off record for a brief moment I will give you the sheet that will show you everything.

Mr. Trascher said, we really don't need it now. Mr. Thanars, if you are good with it for the next meeting. Mr. Swann, would that be ok?

Mr. Thanars nodded, yes.

Mr. Swann said, no, I am not going to vote for it.

Mr. Trascher said, no, I mean for the Asset Tracker we are talking about.

Mr. Swann said, yes.

Mr. Trascher said, because we did have an objective to have it done by December and because of the other circumstances, we moved it to January.

Chief Parish said, so, I just need to be clear here. Your telling me that we cannot purchase the stretcher?

Mr. Trascher said, did I say that?

Chief Parish said, I am asking. Mr. Floyd, I am not trying to (inaudible).

Mr. Trascher said, let the meeting progress.

Mr. Thanars said, we not there yet.

Chief Parish said, I'm sorry. I apologize, I just want to be clear.

Mr. Trascher said, let the meeting progress. If we are ok with the Asset Tracker for December, that we would be able to look at this and determine, you can let us know which equipment we need to start looking at to start budgeting for. Is that an understanding?

Mr. Thanars said, let me say this...

Chief Parish said, well Mr. Floyd, we have \$5,000 above. We can afford (inaudible).

Mr. Thanars said, the agenda item at this point is the possible purchase of the stretcher. My discussion is not predicated upon and my decision is not predicated upon the Asset Tracker at this point. It's not predicated upon that so I am not imposing a stipulation on the stretcher.

Mr. Trascher said, I am not imposing a stipulation either

Mr. Thanars said, I am saying it's important that we do it but I am not trying to lump those two together, you know. I am trying, I want to deal with the stretcher and I want it to be clear about, if it's money in the budget to address it and pay for it. It's a necessary item and we are kind of stuck out right now to be able to do it. I mean to get a critical piece of equipment. So, I am just saying I am prepared to make a decision on that purchase and then we will get to the Asset Tracker next.

Mr. Trascher asked, what is the line item that this is going to come out of?

Chief Dockery said, EMS Capital, I believe it's...

Chief Parish said, is it line 118 or 119?

Chief Dockery said, no.

Mr. Thanars asked, 109?

Chief Dockery said, it would be EMS Equipment, 8806, it would be 109.

Chief Parish said, we have too many different spread sheets with different numbers because it's 119 on this one.

Chief Dockery said, yeah, it's just how it falls on the sheet. Which, right now we have \$35,000 sitting in that account.

Mr. Trascher said, ok, we transferred money into that account at the last meeting.

Chief Dockery said, yes.

Mr. Thanars said, based on that, I move for the purchase of the stretcher.

Chief Parish said, so, for clarification, before we vote, because I don't think this is a vote that y'all even have to make because you have already approved the budget. Are we making a step here that we don't need to do?

Mr. Thanars said, don't, you know...

Chief Parish said, the only reason I ask is because it was in the approved budget from last year. From December of last year. Is this even a step that y'all even have to make?

Mr. Thanars said, if it was previously approved then, already approved in the budget and you have money then we don't have to re approve it.

Mr. Trascher said, I don't think this particular purchase was approved. I think it was approved, there was \$15,000 put in the EMS budget for equipment to purchase.

Mr. Thanars said, either way, once we approve the budget, that we don't, I mean, not unless our procedural, the Board has to approve all purchases when we approve the budget. Do we approve the budget or do we approve every purchase that's made?

Mr. Trascher said, I think capital purchases should come to the Board to approve it.

Mr. Thanars said, no, that's not what I asking. Should or shouldn't, I am just saying, if it's not a policy that we have, do we approve as a Board, all purchases? We approve the budget and again, it's tied to the next issue. You know, the budget is approved predicated upon some items that fits in. you should be able to say, in this line item this includes this, this and this. If a stretcher was included in an approved budget item when it was submitted and that was approved, then we shouldn't even be here. We don't need to be here.

Mr. Trascher said, the stretcher was not included as a budget item to purchase. There was a dollar figure put into EMS for expenses.

Chief Parish said, which was \$15,000 and the stretcher is less than that because that's what we anticipated on purchasing.

Mr. Trascher said, right, there was a dollar figure put in there then that amount of money becomes, if they need a light, whatever they need for the EMS truck, they could spend it.

Mr. Thanars said, I understand that but nobody is answering my question. My question is, once we approve the budget, do we approve every purchase there in.

Mr. Trascher said, we do not approve every purchase.

Mr. Thanars said, so then, if we approve and there's a budget money already budgeted, then this purchase falls within the purview of the Chief as a piece of equipment that he has an approved budget and he has a line item which he can use to fund it. I mean, to me, it's nothing for us to do in that case. If they knew it required a budget modification to shift money, they already have money in a line item and that's available to spend it and it's optional equipment, it's a need for it, the Chief has, it's within his purview and there's nothing else for us to do, that particular case.

Mr. Trascher said, I understand what you are saying. I disagree with that somewhat. I think capital purchases should be approved by the Board and a \$15,000 purchase is capital.

Mr. Thanars said, I am not disagreeing with that. I am saying we need to have a process, a procedure that needs to be something on how we operate. We shouldn't be here discussing it

and making it a policy during a discussion. That needs to be a procedure that we have in place. We should do that. So, is the dollar value \$5,000, is it \$10,000, is it \$15,000. I mean, I think that's another discussion that we need to have to come up, what falls for Board approval and it takes me back to my point. If we are approving the budget and we are giving the Chief, basically, we saying for equipment, for EMS equipment you got \$50,000. Then the Chief, that number is based on something. He saying I have \$50,000 , I have a need for this, this, and this. As long as it falls within that \$50,000, there is no need for us to act on it. We've already approved it. That's already been and that takes us back to a year ago when I said something then about our budget and that's why the discussion about the Asset Tracker came in play. I am just saying that we, as a Board, should not come to the meeting and set the policy during a discussion. We need to determine what those things are, establish the process procedure and all that and put that in place and that keeps us from having to do what we are doing right now.

Mr. Swann said, I agree with you, Floyd.

Mr. Thanars said, so based on, we have money in the budget, the budget was previously approved. It falls within purview, to me, to the Chief and to make decisions on how to spend the money to get the things he needs and I don't see where the Board has to go in and approve that purchase. If it's something where we have to make budgetary changes and move money around, because we already approved the budget, then we have to make a budget modification and in this case, we are not making a budget modification. It's within the Chief's purview, I think, to spend his money. I think during the end of the year when we look back at the budget what wasn't spent, those kind of things, that maybe becomes maybe another discussion. But, I don't think at this point, that if we approve the budget and the line item that it falls under, I don't see where the Board has to approve that.

Mr. Swann said, I disagree.

Mrs. Blackwell asked, does anybody else have any input?

Mr. Thanars said, I move, well, based on this, we not approving anything so I retract my original motion. There's nothing for me to make because the budget was approved.

Mrs. Blackwell said, so, our discussion on this is done and I can move to the next item?

Mr. Trascher said, I would just like to state that I disagree. I think capital purchases should be approve by the Board and if need be, we will put that on next month's agenda for a policy to be created.

Mr. Swann said, if that is a motion, I will second it.

Mr. Trascher said, no, it's not a motion but we will put it on the agenda and we will have it.

Mrs. Blackwell said, under New Business.

Chief Parish said, I can't let you go on because I don't know where we stand right now. I am not trying to fight you two guys. I want to work with you. We want to work with you. We had such a great relationship 5 years ago and where we have gone from there to today, I don't know. I mean, we worked so well together and now I feel like all we do is fight each other and I don't want that. I don't know where we stand right now on the stretcher. I don't believe this is something that y'all should have to make a motion. I'm not, it's not mine...

Mr. Swann said, then why did you bring it here? Why did you even bring it up? Why didn't you just go do what you want? No, I am serious.

Chief Parish said, because it was a big issue when we tried to do a different path which didn't go well so we are going back to our original path. The only reason it's on this agenda is because, three months ago when we tried to make a big purchase it was outside of the budget because it would have encompassed 5 years worth of debt. We had to come to you and ask you for that. I am not looking to fight with you Mr. Gene, I want to work with you. I want to make this work well and when I leave this meeting tonight, I can tell that you are angry with me and I don't want that.

Mr. Trascher said, no, you taking this personally, Chief, and I don't think he is angry with you.

Chief Parish said, I don't want you to leave here angry because I did something that you disagree with. I want to work together.

Mr. Trascher said, the problem we have, we don't, the Board seems to be at issue on whether it should be, capital purchases should be approved or not. We agree that, when you put money in the budget to spend it, it's up to the Chief to spend it. But, I believe that a capital purchase should be approved by the Board and what we are going to do is, we are going to create a policy that says over a certain amount needs to be approved by the Board and we will look at transferring money a little closer next time. Not just take are recommendation. But, at this point, as I see it, Mr. Thanars has said he believes the purchase is correct. I am not going to make a motion to not purchase it now.

Chief Parish said, so, we do the budget process and you approve the budget for capital items, which we are going to do next month.

Mr. Trascher said, but we did not include a capital item in the budget. We approved a dollar amount which was for equipment purchases for that ambulance. If you had spent \$5,000 in February, you wouldn't have the money to buy it now, right.

Chief Parish said, which is why we didn't. We waited until the end of the year to make sure that nothing changed and that we can dedicate what we anticipated on dedicating it on. We don't know what would happen throughout the year so, we tried to wait as long as to the end of the year as we can so that we don't pre-spend all the money. We don't want to do that. That would be bad business. So, we tried to make these big purchases towards the end of the year so that we know, hey we are in November now, we didn't spend it in February. We did good, we got lucky, nothing broke, nothing happened. Now, we can buy what we need to

buy. We did, three months ago, however long ago we did try to change a thing because we thought we were in a different position than which we are today. The Asset Tracker, the asset tracking thing that we need to get done will have, would have solved that and would have created that and prevented that from not happening. I can't argue with that, you are spot on. We failed in that and we corrected it. It's \$5,000. we know that's something to get to y'all. We can present it to y'all tonight. The individual things is what, I am going to be honest with you, is why we haven't given y'all anything because we have been beating our heads trying to figure out exactly what threshold it is that we need to inventory or consider an asset. Because to me, this isn't an asset. This is an item. It's not an expendable like he shouldn't have said.

Chief Dockery said, sorry.

Chief Parish continued, this is, I get what expendables are. I have a hard time focusing.

Mr. Thanars said, just focus on \$5,000 an item.

Chief Parish said, that's easy and we can send that to you...

Chief Dockery said, tonight.

Chief Parish said, tonight and I apologize that we haven't gotten it to you sooner. I really do. Again, we failed on our part. I just don't want to leave here with this animosity between us.

Mr. Swann said, I am not mad at you. I am not mad about it. I have a different opinion. That's why they make Fords and Chevrolet.

Chief Parish said, and look, I appreciate that because we are not always going to agree. I know we had this conversation before but, in the end game we, I feel 5 years ago we worked so well with y'all, this Board right here and I don't know what's changed over the last couple of years. It just doesn't feel like we are flowing like we flowed then. I feel like everything is almost a fight sometimes and that's just, I've lived this life at this fire district before and that's just, I was so excited when y'all first came in and y'all cleaned things up and we were working so well together and I want to get back to that. I don't want this.

Mr. Trascher said, I don't know what else to say. Mr. Thanars, you said, it was in the budget.

Mr. Thanars said, yeah.

Mr. Trascher said, if we are going to do that, that's what you gotta do but, we will look at putting a policy in place for a capital purchase that the Board will approve it. I don't think that's unreasonable. If we are going to be held responsible for the well being of the district, then when we make a purchase of say, \$10,000 or over, we certainly should approve that.

Mr. Thanars said, and once you get this Asset Tracker going, running, it will take up most of this discussion out. You'll only be dealing with by exception because when you submit your

budget all of this, well, you will know what needs to be replaced. What's the sequence, what's the percentage of it. So, when you present the budget for approval, you will be able to say, this includes these type of purchases. Whatever they are and once you get those approved then you are free. The only time it has to be a budget modification, then we would come and revisit that or we need to shift money around after the budget is approved. But I'm saying, at this point right now, the budget did approve and you have money in a line item that this falls under, then this is not necessary to go. If we had the policy in place that you had to come back and revisit it. But, it seems like to me, we are doing this after the fact. It would have been done when the budget would have been presented then we wouldn't have to visit it. That's the only reason and the reason I say now, since you have money already in a line item that's appropriate to purchase this, you know, it's no budget modification involved, it's just really a decision on the fire department.

Mr. Trascher said, we modified the budget last month but, we did it. It's our fault.

Mr. Thanars said, exactly.

Mr. Trascher said, and my concern is, you can put in a vehicle account \$30,000 and at the end of the year go and buy a truck. Because there's \$30,000 sitting an account. So, we do need a policy for major purchases.

Mr. Thanars said, ok.

Mr. Trascher said, but that's the way, that's what I think about it and I think the Board should approve it. Mr. Thanars doesn't. He is withdrawing his motion.

Mr. Thanars said, oh you mean to approve it.

Mr. Trascher said, yeah, you don't think the Board has to approve this purchase.

Mr. Thanars said, no.

Mr. Trascher said, unless we look into the department records and see if we have a policy that would contradict that, we will let it stand but we are going to have a policy. We will work on that. I think we all agree on that. Does that clear it up any?

Chief Parish said, yes sir.

Mrs. Blackwell said, so, with that said, any other comments? Are we ready to move on to the Asset Tracker? Mr. Floyd Trascher?

ASSET TRACKER – Floyd Trascher

Mr. Trascher said, well, the Asset Tracker, I think we beat that horse a while ago and he is laying on the ground, ok. I want to see the Asset Tracker so we can better budget for these types of equipment purchases and if we can get that, we can get it in the budget and get a

policy in place, whatever the dollar amount is \$5,000 or \$10,000 for a capital purchase, the Board needs to approve it for the District. I think that will clear up a lot of these problems. So, with that said, I was asking, I intended to ask for the progress on the Asset Tracker to be sure that we would comply with the January deadline.

Chief Dockery said, I have everything from \$5,000 on up which includes all the vehicles, the two monitors, the stretcher.

Mrs. Blackwell asked, would you like to see that at the meeting right now?

Mr. Trascher said, no, I don't think we need to get into that now. I think you can just get it for us. That's got to include the air compressors, the tanks, the safety equipment for the firemen.

Mr. Swann said, radios.

Mr. Trascher said, radios, I mean, all of that equipment.

Chief Parish said, none of those fall over five. The SC BA's y'all purchased last year, the pack itself is \$5,000. Air cylinder that goes in them is a separate item, it's only \$800. so that's not on there.

Mr. Trascher said, but, that's an asset of this department and it needs to be on there so when you come to us in July and say, hey look we need to buy eight more tanks.

Chief Parish said, it's not a \$5,000 asset is all that I am saying.

Mr. Trascher said, the whole thing together is over \$5,000.

Mrs. Blackwell asked, does it have certifying time, like a year life span?

Chief Parish said, that's not, it's not going to define that way. The cylinder is not with the pack. It's a separate because the pack could last 20 years, the cylinders last 15.

Mr. Trascher said, well that might be part of the problem we are having is that we're looking for one thing so that we can plan for it and...

Chief Dockery said, me and Chief Parish are, I was here late last night discussing it with them about bottles and what not and having a rotating schedule for them. So, this is something we are deeply...

Mr. Trascher said, but it needs to be included on our assets.

Mrs. Blackwell said, how about anything under \$5,000 that has to be certified.

Mr. Trascher said, safety equipment.

Mrs. Blackwell said, or expire, expiration, anything that has an expiration.

Chief Parish said, I get where y'all are going. I think we are going backwards. You are asking me for a list of assets of anything over 5 and that's what we had and what was holding us up was the things below that. I am not disagreeing. We are getting all the SC BA's and the bottles but not now because the small tanks are what we are still, that's the bulk of what our fire district consist of under \$5,000. That's our big list. The \$5,000 and above is the short list. We will give them to you I am not disagreeing or arguing that we are not, it's just that you said \$5,000. that's the list we have ready for you. The cylinders are here. We won't...

Mr. Thanars said, just take it this way, what we are trying to do

Chief Parish said, we will provide them to you, I mean...

Mr. Thanars said, just take it this way, we are just trying to not get in a situation, you know, a chair maybe cost you a couple of hundred, we're trying to not get hit with a \$20,000 chair if that's a critical piece of equipment.

Chief Parish said, and you know we there because we can use a cylinder as an example. We bought 40...

Chief Dockery said, 50.

Chief Parish said, 2 cylinders on a grant in 2005. They expired, that's not anything we can do about it. The DOT expires them in 15 years. We are coming up on 15 years on almost every one of those cylinders. Now, last year y'all found the money and gave us the money to buy 5 SC BA's, 5 complete SC BA's, including the pack, cylinders and mask. So, we were able to purchase 5 cylinders last year. We have money in the budget this year. We are going to purchase 8 more cylinders this year. We already have the money, we know it's there it's budgeted and we knew we were going to buy that. What we are not buying this year is more SC BA's but we're getting the cylinders. The SC BA's, as long as they test, we test them annually. They can last until they fail or until we are told we can no longer use that current model because NFPA says that's too old because of the safety things in it. They don't exist anymore. We still good in that respect. So, we're trying to get the cylinders in there but, it's in the budget but it's an \$800 item, it's not a \$5,000 item.

Mr. Trascher asked, how many of them are there?

Mr. Swann said, when I first came on here, I tried for 6 months to get serial numbers of the radios that this department owned. I couldn't get them. We knew somebody had one stolen but we could never get serial number to go ahead and address it. Back then we were asking for this kind of stuff.

Chief Parish said, and I don't know what to tell you Mr. Gene. I wish I would have know that you asked for that because I have all those records.

Mr. Swann said, I talked to the Chief that was supposed to be running this place.

Chief Parish said, I don't, I can't tell you why.

Mr. Swann said, it's in all the Board meetings that I had asked for every bit of it.

Chief Parish said, every radio that has been purchased by this fire district, I have the serial number for it for the last 15 years.

Mr. Trascher said, well, just one more quick question. Matt, when you say the tanks are \$800, how many of them are there?

Chief Parish said, there's 40 of them in the entire district.

Mr. Trascher said, so if we had to purchase 20 of them, that's a capital purchase.

Chief Parish said, it gets expensive very quick.

Mr. Trascher said, that's why it should be included on the Asset Tracker.

Chief Parish said, but it's an individual item, it's not a \$20,000 pickup truck, Mr. Floyd. That's all I am trying to say. If I go buy 10 of them, they are only \$800 a piece. As far as the PO goes, it's a \$20,000 PO but, it's not a \$20,000 item.

Chief Dockery said, we are working on getting y'all the...

Mr. Trascher said, ok, the Asset...

Chief Dockery said, the certification dates and we are in the process, like I said, of rotating the bottles. So, this is something me and Chief Parish are working diligently on to try to get in place and not get caught in 19 with hey look we need 30 bottles. It will be hey we need 5 more bottles, we can do that. So, we are looking ahead on that part of it. That's all.

Mr. Trascher said, ok.

Mrs. Blackwell asked, is there anything else that has to be said on the Asset Tracker? Any comments from the, anybody else? Shall we move on to New Business?

## **NEW BUSINESS**

2018 BUDGET – Floyd Trascher

Mr. Trascher said, that was put on the agenda. I think Chief Dockery said he would have the budget this evening to be introduced. Obviously, this evening we are not going to go through the whole thing. Chief, if you could touch on some of the highlights for this budget for us.

Chief Dockery said, alright, we tried, I spoke with Jeff at Moyle and Associates and we tried to stay close to this years budget. I did bump up a few, mostly maintenance items, because of this year and last year we, it's like a magic 8 ball, which truck is going to cause us issues. So, all of them were bumped up to \$8,000 instead of \$5,000. If you look at line 42, Engine 111, was bumped up to \$12,000. this is taking into consideration the future repairs that I know it needs but I did not have the funds this year but it is budgeted in for next year.

We did cut back in some areas. Office Supplies, Station Supplies or not Station Supplies, Fire Fighting Equipment, just a little bit. I did add pest control into this. We always had a line item for it but we never had any money in it. What would happen is the Pest Control would come out of each individual station. I am not really thrilled with that, I would rather it just come out one generalized category. So, that's why Pest Control has \$1,500 in it for next years budget.

Mr. Trascher asked, we've reduced the Civil Service Board budget?

Chief Dockery asked, in which part?

Mr. Trascher said, it would be line 99.

Chief Dockery said, stand by, it was, I don't know why it was set for \$3,000 this year but I just did a general \$1,000 for next year along with \$1,000 for supplies for Civil Service.

Mrs. Blackwell said, you have 2 line items for Civil Service. One is for Supplies and one is for the Board?

Chief Dockery said, one is Supplies, paper, computers, anything like that they need. The other one is for Professional Fees.

Mr. Trascher said, on the, where is the line item for the Supplies?

Mrs. Blackwell said, 59.

Chief Dockery said, 59.

Mr. Trascher said, so you have \$1,000 in each.

Chief Dockery said, yes. So, I had Moyle go through and he added all of the debt service interest and any other debt service principle to the figures and as it stands right now, we look to end that year with \$117,751 in surplus. Now, he did add in there that EMS would be \$168,000. Me and Chief Parish has talked about that and I'm good in this area with having \$117,000 just in case it doesn't come through with the EMS side.

Mr. Trascher asked, \$168,000 on the income?

Chief Dockery said, \$168,000 he has set for EMS income. That was actually our goal for this year. We are at \$133,345 as of October. So, it will be close for this year hitting that mark. But, if it doesn't hit that mark and we stay roughly around \$140,000, that should still give us still about \$95,000 in surplus. I like to have a little bit of cushion put in there.

Mr. Thanars said, Floyd, to your point about the capital purchases, line 113, is this, are you saying anything that above, your position is anything above \$5,000 capital, should appear here? So, once we approve this, it will be included in the budget. Whatever that number turns out to be.

Mr. Trascher said, Capital Purchases, right. If we approve something with the budget. Say, in the beginning of the year they told us we need a stretcher, we need a monitor and we need a traffic cones and the total of those purchases, we estimate at this, then we would put that in. we could either approve it as a line item in this budget or if they need to make a purchase outside of something that is not in this...

Mr. Thanars said, right.

Mr. Trascher said, then the Board needs to approve it.

Mr. Thanars said, here's my point though. Once we approve the budget, because it appears...

Mr. Trascher said, if it was in capital purchases, right.

Mr. Thanars said, right, we would have to revisit. That was kind of the point that we talked about.

Mr. Trascher said, exactly, that would be an approval. That's why I don't necessarily know if the other one was in last years budget.

Mr. Thanars said, right.

Mr. Trascher said, ok, Chief Dockery, just for clarification. This is our budget that we are going to introduce tonight. It's available to the public. It's going to be advertised and it will be on our December agenda for approval for the year 2018, right.

Chief Dockery said, yes, that is correct.

Mr. Trascher said, thank you, sir.

Chief Dockery said, your welcome.

Mrs. Blackwell said, ok, if that's all on the 2018 Budget, we will move to Secretaries Office, Mr. Floyd Trascher.

#### SECRETARIES OFFICE – Floyd Trascher

Mr. Trascher said, we put that on there, I put that on there because it's has come to my attention that our Board secretary has been moved and I wasn't aware of it. We, when we set up that position, I think Mr. Lombard was here then. We agreed to locate the secretary in the Chief of Operations office because it's a locked office and the Board has to maintain records. I understand that the secretary is in a bunk room now and our Board file cabinet is in a copy room, a coffee room that is not locked and we just have a little file cabinet with a lock. We need to go back, if we are going to have the Board's secretary in that bunk room we need to go ahead and move those bunks, put a lock on that door and put the file cabinet in there so that the access to that office can be controlled.

Chief Dockery said, now, me and you have spoke on this and I did think about it over the weekend and Chief Parish had a great idea that he brought to my attention. We do have an office over at Station 112. It is a locked office with a key code, it does have telephone, A/C. It's a desk already in there.

Mr. Trascher asked, Station 112 is over on 3081?

Chief Dockery said, on 3081.

Chief Parish said, it's where the Fire Chief's office is. That station over there.

Chief Dockery said, we can most definitely set her up in there with anything she needs. Computer, telephone, printer. It is a locked office, there's no one allowed in there and I think that would suffice for what she needs. I understand that you want your records secure.

Mr. Trascher said, yes, we do need to secure the records because we're going to get into more with the Civil Service Board and need to be able to maintain that. Now, we did locate our help over there to make it available to you if you needed her. We had no problem if you have something that is repetitive or something that you would like to use her to do. The Board does not have a problem with that.

Chief Dockery said, and I understand that.

Mr. Trascher said, and if we move her away from you, your not going to have that access. But, I don't want to go over in the trailer but, on 3011, I wouldn't have a problem if you want to move her over there. As long as we can get a locked facility and we need a door key or

something, if she has to get in.

Chief Dockery said, it has a key pad on it. We can change the codes to the Boards liking.

Mr. Trascher said, just, and if any Board member would like to meet with somebody or something, we would be able to use that office if she is not busy.

Chief Dockery said, yes.

Mr. Thanars said, so you have a place though.

Chief Dockery said, yes.

Chief Parish said, we have a facility. It's a office that we are not really utilizing.

Mr. Thanars said, ok.

Mr. Trascher asked, does everybody agree with that? Mr. Swann?

Mr. Swann said, yes.

Mr. Trascher asked, Mr. Thanars, is it alright with you?

Mr. Thanars said, yes.

Mr. Trascher said, ok, and that way we can go to the file cabinet. We will move everything over there.

Chief Dockery said, like I said, whatever she needs. If she needs a computer, printer or anything like that, we will see about setting it up for her.

Mr. Trascher said, ok, and it has a telephone that we can call in. The only thing is, it would make it a little inconvenient for you if you needed any of her services. You'll have to get on your horse and go over there.

Chief Dockery said, I understand that. She is always very nice to us and always asking me but I have never had anything for her to tell you the truth.

Mr. Trascher said, we do recognize that sometimes the paperwork is a little burdening and if we could give you some comfort or some assistance, we certainly would be willing to. I don't know what the Civil Service Board is going to decide as far as maintaining their records. They did have a request this evening before their meeting that they wanted a little recorder. We are going to have to buy it if that's what they want.

Chief Dockery said, that's something that we can ...

Mr. Trascher said, they are also going to have to maintain records. We did offer that if they wanted to have Mrs. Rinkus to film their meetings also and type their minutes, I think we approved \$100 a meeting rate. If Mrs. Rinkus wouldn't have a problem with that, we could and that would be available to the Civil Service Board, also. I don't know where they keep their records. They may have to keep them in with Mrs. Rinkus if she works for them or maybe in your office.

Chief Dockery said, they are in my office right now but they could definitely be moved into the Civil Service Secretaries.

Mr. Trascher said, if they choose to use her. Alright, thank you. I appreciate the cooperation guys.

Chief Dockery said, no problem.

Mrs. Blackwell said, alright, if that's it on the Secretaries Office, there's no more comments? Then we will move to Whitney Contract Discussion, Chief Dockery.

WHITNEY CONTRACT DISCUSSION – Chief Jack Dockery

Chief Dockery said, alright.

Mrs. Blackwell said, I haven't forgotten about you Matt.

Chief Parish asked, are they waiting for us?

Unknown speaker, as far as I know, Matt, yeah.

Mrs. Blackwell said, oh I didn't know you needed it right away.

Chief Parish said, well, if we did this before they go, they can do it tonight and get it started because it's about a 90 day process. Because what happens is a test will be given in the next 90 days but it has to be advertised for 30 days.

Mrs. Blackwell said, let me just go ahead and tell the Board what we are talking about.

Chief Parish said, that's (inaudible).

Mrs. Blackwell said, we got a request for Civil Service to call for a Fire Chief and a Fire Fighter?

Chief Parish said, yes, we need a Fire Fighter's test also.

Mrs. Blackwell said, test and they would like, they are asking if we can open the agenda to do this so while Civil Service is there, because it takes so long, maybe we could initiate that tonight. So, are y'all in disagreement or agreement to open the Board, I mean open the

Agenda? How can we make that happen?

Mr. Trascher said, yeah, I don't have a problem. I would so move that we open the agenda for a Civil Service request.

Mr. Thanars said, second.

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

Mr. Thanars said, for.

Mrs. Blackwell asked, Mr. Eugene Swann?

Mr. Swann said, yes.

Mrs. Blackwell asked, Mr. Floyd Trascher?

Mr. Trascher said, yes. I would move that the Fire Protection District 11 request the Civil Service Board for Fire Protection District 11 to call the Chief's test and the Fire Fighters test.

Mr. Thanars said, second.

Mrs. Blackwell said, ok, we have a second. Mr. Don Thanars, how do you vote?

Mr. Thanars said, for.

Mrs. Blackwell asked, Mr. Eugene Swann, how do you vote?

Mr. Swann said, for.

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

Mr. Trascher said, for.

Mrs. Blackwell said, motion carries.

Mr. Trascher asked, ok, do you want to pack that over there to them?

Chief Parish said, they are going to need a letter. I will just let them know that y'all did this in the meeting and we will get them over there.

Mrs. Blackwell said, Georgette can get them...

Chief Parish said, what's the guys name?

Mr. Trascher said, Pete Finger, the big guy?

Chief Parish said, yeah, he said it wasn't an issue, he just needed to get a letter...

Mr. Trascher said, just tell him that the Board has approved a resolution.

Mrs. Blackwell asked, do you want me to write it on here?

Mr. Trascher said, and I will whop him if he don't like it.

Chief Parish said, if he says otherwise, I will come back over here.

Mrs. Blackwell said, ok, thank you.

Mr. Trascher said, well, we just can't type it right now. We will whop them if they don't do it. Ok, I am sorry. Thank y'all.

Mrs. Blackwell said, ok, thank y'all for opening up for that. That was business that needed to be taken care of.

Georgette Rinkus, (videographer) said, I have less than three minutes left on this tape.

Mrs. Blackwell asked, do you want to change. I think we are going to be more than three minutes.

Mrs. Rinkus said, can I go of record then?

Mrs. Blackwell said, yes, off record.

Mrs. Rinkus said, off record.

END OF TAPE ONE

WHITNEY CONTRACT DISCUSSION – Chief Jack Dockery

Mrs. Blackwell said, alright, we left off with the Whitney Contract Discussion, Chief Dockery.

Chief Dockery said, I was, I actually had Mrs. Wynn Williams give me a call one day asking if we would be interested in keeping a 1.50 fixed rate for a five year term. I wanted to bring it to the Board to look over and possibly next meeting make a vote on it. I believe our rate right now is 1.5% but it is going to decrease January or February, whenever the contract ceases. We were able to keep it that rate until then but, she is asking for a five year contract. I wanted to bring it to the Boards attention and let you look over it.

Mr. Thanars said, five years locked in?

Chief Dockery said, five years locked in.

Mr. Swann said, that's a good deal. We weren't getting nothing before.

Mr. Trascher said, yeah, I wouldn't have a problem if you want to give it back to her tonight.

Mr. Swann said, 1.5 ahead.

Mr. Trascher said, I don't know how the rest of the Board feels about it. Mrs. Williams has been really, a good representative of this District.

Mrs. Blackwell said, ever since I've been here.

Mr. Trascher said, I'm going to toss something out. I mean, I've read over it and I don't have a problem with entering the agreement and I would so move.

Mr. Swann said, second.

Mrs. Blackwell asked, Mr. Don Thanars, how do you vote?

Mr. Thanars said, for.

Mrs. Blackwell asked, Mr. Eugene Swann, how do you vote?

Mr. Swann said, for.

Mrs. Blackwell asked, Mr. Floyd Trascher?

Mr. Trascher said, for.

Mrs. Blackwell said, motion carries.

Chief Dockery said, that's it. That's all I have.

Mr. Trascher asked, ok, you have to get these signed, do you want the Chairman to sign it or are you going to sign it? Then we need two witnesses. It looks like a witness for the District? Is the Board ok with having Chief Dockery sign for the Fire District?

Mrs. Blackwell said, I can sign for the Fire District and he can sign for a witness.

Mr. Swann said, is he representing the Chief since he got sick?

Mr. Trascher said, right now he is the acting Chief of the Department. I don't, the only thing I would do is, we do a Resolution for this. You might want to give Mrs. Williams a copy of that Resolution. You know, the Board did approve it.

Chief Dockery said, ok, yep, if I could hold on to that. I got a copy I will give it to you.

Mr. Trascher said, ok.

Mrs. Blackwell said, alright.

Mr. Trascher said, Madam Chair, just two other things I would like to mention now. At our last meeting we discussed the 774 Policy that St. Tammany Parish is subject to and this is a more intrusive audit that we pay for, and I hope I am right with the 774. In lieu of an Inspector General. This audit came back and it has some scathing reports on different agencies with St. Tammany Parish. Fire District 11 being one of them. So, we talked about it and I asked Chief Dockery to come up with a policy. One of the things that we were scrutinized for is that we don't have a policy to approve credit card purchases. The intent of it was that the Chief of the Department would approve any purchases that are made on credit cards by his subordinates. Those purchases would have to include the receipt, the nature of the purchase and how it relates to the Fire District. The Chairman of the Board or their designee, it could be the Treasurer or Vice-Chair or whoever would have that, would approve any purchases that the Chief makes and they would have to have, of course, receipts and relate to the District. If it's a meal, they are going to have to show what it was for and the nature of the business. Normal things for accounting. Chief Dockery did email us a proposal we have here tonight. I did email that this morning to Mrs. Riles and Mr. Hand. They are in the process of reviewing it. I looked through it somewhat and the only problem I have with it, I think it puts a lot of the or it puts the responsibility on the CPA where it should rest with the Department. When you go into the policy it says that the CPA will review it for receipts and whatever it is and if they don't have that then they send it back to the District. Well, by putting that burden on the CPA, we are going to pay him to do it. That's going to be more time that they need to be involved. I think that responsibility would be better rested with the Chief who is going to look at the credit card, if they don't have the receipt, and he can't get it in a reasonable period of time this policy says they charge them, they take it right out of their paycheck and I think that the responsibility would rest with the Board so that we do the same procedure for the Chief for his purchases then it goes to the CPA. All the documentation should be there because it had to be there for the Chief.

Chief Dockery said, I understand what your saying. This is just...

Mr. Trascher said, its a brief outline, a jump off point. I applaud the effort because last month we had nothing and now we are starting with something and I hope this don't take as long as our Bylaws.

Mr. Swann said, I don't think it should be \$2,500 a day.

Chief Dockery said, that's the limit on the card.

Mr. Thanars said, \$2,500 per card, ok.

Mr. Trascher said, per employee, per day.

Mr. Thanars said, per employee.

Chief Dockery said, there's two cards. Chief Leos and myself and it is \$2,500 a day, in a 24 hour period.

Mr. Swann said, I still don't agree with that. That's way too much to be putting on a credit card. You should have a purchase order system instead of credit.

Chief Dockery said, I've had to actually use it one time to purchase a part from a company that we didn't have a account with and we had to use the card. So, I am just going off of what...

Mr. Thanars asked, is there a limit on the card?

Chief Dockery said, \$2,500 for a 24 hour period.

Mrs. Blackwell said, a day.

Mr. Thanars said, no, I mean a max limit?

Chief Dockery said, however much money we got in the bank. It's a bank card.

Mrs. Blackwell said, so it's a debit card with a limited use of \$2,500 a day.

Chief Dockery said, yes, it is.

Mr. Trascher said, that's a lot of paychecks to pay that back.

Mr. Swann said, I think that is an awful lot.

Chief Dockery said, it is a business debit card.

Mrs. Blackwell said, but I think also at that point, if he does have a part that does cost, you know, a lot of money, he could call and ask if it's on the card.

Mr. Swann said, well, a lot of places do.

Mrs. Blackwell said, he can call and ask the person, like the Treasurer or whatever. The Treasurer should know if we have that money there. You know, can he make that purchase or verify that purchase.

Mr. Swann said, a lot of places do. You have a credit card and you check it out. You write in the book what your checking it out for, the purpose of it and everything else but, they are not assigned to an individuals. The cards are kept at the place.

Mrs. Blackwell said, well, if he and Chief are the only two that we have.

Mr. Trascher said, the only two cards that we have are the Chief and Chief Dockery.

Mrs. Blackwell said, Chief Dockery could call whoever the Mr. Don or you, whoever the Treasurer is, and say, hey I need to make this purchase, can we get together once I make the purchase and you see why I made it and he writes it down on the paper and we come to an agreement on it.

Mr. Trascher said, that would be up to the Chief. Chief Leos would approve Chief Dockery's credit card purchases unless the Board wants to approve all credit card purchases.

Mr. Thanars said, another full time job.

Mr. Trascher said, yeah.

Chief Parish said, so, the way the policy is written, Mr. Floyd, ultimately y'all are approving all credit card purchases at the end of the month. We get the statement, we reconcile the statement, he assigns that form and then it comes to you or at the time it was Mrs. Jackelyn because she was the Treasurer. So, she would do the exact same thing that we did. We verified and did our due diligence to make sure it had everything. Then, Mrs. Jacky would do the same thing as the Boards appointee and verify that we did everything and then we would then, (inaudible), that's what that's for. But, that's the intent of that. It's a beginning, a start. I know what Mr. Gene is saying about \$2,500 and we always try to use accounts because, if I could write them a check as opposed to a credit card, the auditor likes that a whole lot more. So, we don't try to make credit card purchases but sometimes...

Mr. Trascher said, if memory serves me correct, they tested ten purchases from this department last year. Five of them didn't have all the documentation that it needs.

Chief Parish said, yeah, that's those dad gum fuel cards.

Chief Dockery said, fuel card.

said, ok, and that was credit cards. That wasn't fuel cards and they wrote us up in the audit because this department doesn't have a written policy.

Chief Dockery said, I could...

Chief Parish said, we only have two credit cards and then we have ten fuel cards.

Mr. Trascher said, the fuel purchases were separate from that.

Chief Dockery said, it was the same. We haven't had, well that's what I am getting at with the policy. The CPA, if we are missing something, the CPA in the past has said I am missing a receipt. It may be as simple as Chief Leos bought something and he had the receipt on him and he didn't give it to me. Hey Chief, you got the receipt? Get it, send it off, no problem.

Mr. Trascher said, and I understand that and we need to control that in the house. We need to look at that before it goes to the CPA. We need to verify that we got the receipt, everything we suppose to have.

Chief Dockery said, and that, I am perfectly fine with that .

Mr. Trascher said, we need to, before and maybe sometimes it slips through the cracks but we need to take that responsibility. As far as the fuel man system, we definitely have to clean that up.

Chief Dockery said, yes.

Mr. Swann said, you shouldn't have a purchase on there and have other than fuel.

Chief Dockery said, well, that's what me and Chief Parish has been trying to get with the local businesses and see if we can get them to calibrate their machines to read.

Mr. Trascher asked, do you understand what that was Mr. Thanars?

Mr. Swann said, we were getting fuel things and they would have on there other than fuel. It could be sandwiches...

Mr. Trascher said, none fuel transactions, they can't buy it but it says non fuel transactions. So, a year late when the auditor looks at it, it sticks out like a big sore thumb because well, what did they buy?

Mr. Thanars asked, is all of that in this draft policy?

Chief Dockery said, this is just for the credit card.

Mr. Thanars said, no, no, what I am saying is, stipulate which approved, authorized purchase to be made with the card or is it wide open?

Mr. Swann said, it's wide open.

Mr. Trascher said, the credit card is wide open. That's the Chief's discretion. If they need a card, if they need to buy something from a company that we have an account with, a lot of times they need it quick, they can put it on that card rather than waiting to get approval to have a charge account with them or something like that.

Mr. Thanars said, I think you need to have an approval process. I mean, I don't think the approval should come after the purchase, it should come before the purchase.

Mr. Trascher said, and again, that's going to be the Chief. We can't tie his hands and say that he has to come to us for every purchase.

Mr. Thanars said, no, I am just saying it words like, it has to be approved, purchases. It doesn't say that. It has to be an approved purchase so that means it has to be an approved and I would say not get into it, just say it has to be approved purchases.

Mr. Trascher said, right, well, that's part of the approval, is that you need the receipt and you need the item or whatever that is purchased has to be tied back to the District for Fire Protection or whatever it was for.

Chief Parish said, I don't think it was the approval Mr. Don, I think what it is, is that if I go buy a sandwich on a credit card which isn't, that's a bad example. If I go buy a flex compositor on a credit card, which isn't something the Fire District needed, we reconciled. I have already bought it. It's already bought. There's no approval, purchased. But at the end of the month, whenever we reconcile the account, he is verifying that it was a legit purchase and if it's not, that's the first step is that when we reconcile, we say hey, and then it comes to y'all. We've already done it. No offense, we are going to do it before y'all, but then it comes to whoever the Board appoints. Your doing the same thing that we are doing and your going to reconcile the account and make sure that everything that's there isn't going to come back and bite us. If we did our jobs the way that we were suppose to have done our jobs, we would have already caught it and the money would have already been paid back and things would have happened. I mean...

Mr. Thanars said, I'll have to think about that. The only reason I say, because if I look at it, if it makes sense to me on the surface, it seems to be that it's, you know, it was a necessary piece. I wouldn't know.

Mr. Trascher said, if you bought a fire extinguisher...

Mr. Thanars said, I wouldn't know, I wouldn't know if it was needed or not. I would assume it is

if it's been approved. That's my assumption and so I think the mitigation piece of it and I am on the back end, after the fact, the purchase has been made and if you have to get approval and that was a process on the front end then you have to make sure its...

Mr. Trascher said, they have that. The Chief has to approve those purchases. But, what the accounting, what the auditor's are saying is that the Chief doesn't have any regulation on his approvals. He goes out and buys something, say he goes out and buys a fire extinguisher. That's fire suppression, that's perfect, but did he put it in the fire house. Yeah, ok so that an approved purchase. If he went out and bought a flash light or went out and bought you know, something like that, is it job related? That's what we need to look at. That's what the auditor's are asking us to look at, is it job related. Did the Chief make that purchase for the department and if he did then we sign, we approve that purchase. If he didn't, if we find that he didn't, then he needs to justify that purchase or it's going to be charged back to him.

Mr. Swann said, I can tell you, your auditor's look at your credit cards harder than just about anything else.

Mr. Trascher said, yes.

Chief Parish said, especially right now.

Mr. Thanars said, this is the part of that reconciling at the end of the month. The processing of making sure you have the right documentation. I mean, it may be stubby (inaudible), but I think having some kind of log and all of that probably makes sense that it has to be. You have to control it. I think all of that are the things that you put in place and then, I think, when it's put back, somebody, you should have a receipt. It's just certain things, you should, the policy should be more inclusive to include all this stuff and you don't have all that stuff in there.

Chief Parish said, when we got audited, I don't think we understand exactly the way he understanding, I am not understanding it the way you are understanding it. The auditor told us when we got audited, we had a policy, we have that policy in a variation. We've added the, we added to that policy the signatures and the reconciliation. That's what we didn't do, but we did have a policy they accepted and they were happy with it. What they, what the auditor told us when they did us is that, what they were unhappy with is that we didn't have receipts for all these purchases.

Mr. Trascher said, now, when you talking about the auditor is different from the 774 Audit.

Chief Parish said, I'll be the first to admit I have no idea what that is.

Mr. Trascher said, ok, wait,

Chief Parish said, the auditor told us (inaudible) policy...

Mr. Trascher said, St. Tammany Parish chose not to have an Inspector General. The

Louisiana Legislative Auditor does a more intrusive audit on St. Tammany Parish agencies than they do on anybody else. So, when our auditor looks at it, that's what he said, we needed receipts. When the Legislative Auditor looked at it they said we don't have a written policy governing the Chief's credit card purchases approvals and that's what we are trying to accomplish with this policy. For this Board, for this District to have a written policy for credit card approvals that we follow. Part of that is to have the receipts to justify the purchase and sign on it approval. Does that help out? That's what I am trying to work towards.

Chief Parish said, that's, I know when the auditor was here they said they were, I don't want to say unhappy but, we didn't have receipts. It wasn't the credit card receipts, it was the dad gum fuel receipts.

Mr. Trascher said, now, when the Legislative Auditor looked at it, you know, when they tested different purchases, in the 774 Audit, they found that there were no receipts and no written policy to have it approved. So, we need to create a policy for our credit card approvals and we need to follow that with the receipts. Fuel Man receipts, credit card purchases and everything. Pretty much, the Fuel Man receipts, the Chief is going to sign off on those.

Chief Parish said, and that's the way we had it (inaudible) we had a Fuel Man receipt also, so...

Mr. Trascher said, but, he is going to look at that so we need the receipts and if the business that we are dealing with can't give us a receipt, then we need to deal with another business.

Chief Parish said, they can all give us receipts and what Jack was trying to say earlier is, we only have four fuel stations in Pearl River. I can't control what their system says when we go swipe our card. If it says other I can't control that.

Mr. Swann said, what we need to do is quit doing business with them until they get it straight.

Chief Parish said, I can ride, but unfortunately all four of them say that. I can ride up the road to Slidell and the Race Trac on Powell Drive. They got theirs right, it read fuel purchases diesel or gas or premium or whatever. So, what we are trying to do is and all we can do is go to our local four vendors and ask them what can we do to fix this. They don't have to do anything and short of going outside of Pearl River, there's nothing we can do.

Mr. Trascher said, that maybe what we have to do. We have to have a receipt.

Chief Parish said, we are going to go to them and ask them if they can, it's a computer program. I mean, all the got to do...

Mr. Swann said, I am telling you, when a auditor gets that and it says other than fuel, he's thinking your buying sandwiches and everything else.

Chief Parish said, and they dragged him through the dirt when they saw those and thank God

we had receipts.

Chief Dockery said, and we will agree with that.

Mr. Swann said, it's worth it to you not to have to fool with the grief.

Chief Parish said, we are going to ask them, we are going to go to them and ask them. Like I said, all it is is a computer swipe. I don't know why they wouldn't do it for us. But, all we can do is ask them.

Mr. Swann asked, have we looked at going to Fuel Man instead?

Chief Parish said, it's all the same gas stations. We had Fuel Man before and it said the same thing. I mean Fuel Man, Wex Express.

Mr. Swann said, ours don't say that when we get gas at a place with Fuel Man.

Chief Parish said, that's in Slidell.

Mr. Swann said, it don't say other than gas.

Chief Dockery said, but it's the personal gas station.

Mrs. Blackwell said, what he is saying that it's the gas station, it's the gas station itself has that written in their code.

Chief Dockery said, code.

Chief Parish said, they just didn't do, they just got lazy and they said whatever their computer swipe says and whatever. All we can do is ask them if they can fix it. I don't, I mean...

Mr. Trascher said, whatever we got to do. If they can fix it, fine. We would love to do business in Pearl River. If they can't, then we are going to have to do something else.

Chief Dockery said, yeah, well...

Chief Parish said, the Race Tracs, Medic 112, they leave Northshore Hospital, they have the Race Trac on Gause and I-10. Theirs is right. It says diesel, every time they get diesel there or if they fill up the generator it says gasoline.

Mr. Trascher said, and they get a receipt.

Chief Parish said, and they get a receipt. Our four stations in Pearl River don't do that. We are going to have to go to them and ask them if they can fix it.

Mr. Trascher said, even when it comes up on the Fuel Man, on the statement, saying other

than fuel, what does the receipt say from the pump?

Chief Dockery said, diesel.

Chief Parish said, the receipt is what saved us because the receipt says diesel but the on the Wex statement...

Mr. Trascher said, because on the receipt it's going to have the date and the time of the purchase and what it was.

Chief Parish said, it says the gas product but it doesn't...

Mr. Trascher said, that's what I am saying, but at least if you have a receipt to put with it.

Mrs. Blackwell said, those two document would have to be put together for it to be ok with them.

Chief Parish said, yes, and that's what, we didn't have a lot of those receipts.

Mr. Trascher said, but we...

Chief Parish said, we fixed that, we've got a system in place for that now.

Mr. Trascher said, well, ok, I just wanted to say that and I appreciate the effort to get it off the ground and you know we are going to build us a spruce goose and get it flying. The other thing, it came to my attention before the meeting that Chief Leos health is somewhat fading. He is not doing very well at all. I would like to ask everyone to remember him in their prayers. He has been a real asset to this department and it's development and please remember Chief Leos in your prayers for as much healing as possible. With that said....

Mrs. Blackwell asked, do you move to adjourn?

Mr. Trascher said, yeah, if there is no other business, nobody else? I would like to thank everybody for coming this evening and I move we adjourn.

Mr. Thanars said, second.

Mrs. Blackwell asked, Mr. Don Thanars, how do you vote?

Mr. Thanars said, for.

Mrs. Blackwell asked, Mr. Eugene Swann, how do you vote.

Mr. Swann said, yes.

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

Mr. Trascher said, what do you think, yea.

Mrs. Blackwell said, yes, motion carried.