

**CENTRAL FIRE PROTECTION DISTRICT #4
BOARD OF COMMISSIONERS MEETING**

May 18, 2021

Minutes

Roll Call

Members Present:

Don Abadie
Chuck Langlois, Secretary
Kevin Rogers
Ken Montgomery

Guests Present:

Stephen Branscum, Fire Chief
Derek Glover, Assistant Fire Chief

Opening Prayer

Item #1 Review and acceptance of minutes from March 16th regular meeting.

Kevin Rogers made a motion to accept the March 16th meeting minutes as presented. Ken Montgomery seconded. All members present approved the motion.

Item #2 Review and acceptance of financial reports for the month of March.

Kevin Rogers made a motion to accept the financial reports for the month of March. Chuck Langlois seconded. All members present approved the motion.

Item # 3 Review and acceptance of financial reports for the month of April.

Kevin Rogers made a motion to accept the financial reports for the month of April. Ken Montgomery seconded. All members present approved the motion.

Item #4 Review of the 2020 Financial Audit.

All members present reviewed the 2020 financial audit prepared by Kolder, Slaven and Co. Chuck Langlois made a motion to accept the 2020 financial audit

as presented. Kevin Rogers seconded. All members present approved the motion.

Item #5 Review and adoption of Proces Verbal from April 2021 election, Resolution # 21-003.

Chairman Abadie read aloud the Proces Verbal from the April 2021 election. Kevin Rogers made a motion to approve the Proces Verbal as presented. Ken Montgomery seconded. All members present approved the motion. All members present signed their respective portions of the original document.

Item #6 Consider adoption of Resolution 21-004, setting millage rates for 2021 at the same rates as 2020.

Chairman Abadie presented Resolution 21-004, setting the millage rates for the 2021 tax rolls at the same rate as they were in 2020. Kevin Rogers made a motion to set the millage rates as presented. Ken Montgomery seconded. All members present approved the motion.

Item #7 Consider adoption of Resolution 21-005, setting service charges for 2021 at the same rates as 2020.

Chairman Abadie presented Resolution 21-005, setting service charges for the 2021 tax rolls at the same rates as 2020. Ken Montgomery made a motion to approve Resolution 21-005 as presented. Kevin Rogers seconded. All members present approved the motion.

Item #8 Approval to declare T-317 as surplus, with the intent to sell the unit to another agency, and or put the item up for auction.

Chief Branscum advised the Board that it was becoming apparent that CFD needed to declare T-317 as surplus. The age of the unit, very limited use and increasing costs of maintenance give it a very high cost per run. Since CFD has gotten UTV's for off-road use the unit is not utilized as it was in the past. Chuck Langlois made a motion to either find another FD that would purchase the truck or place the item up for auction with a reserve of \$10,000. Kevin Rogers seconded. All members present approved the motion.

Item # 9 Approval of budget supplement 21-002 to allocate funds to improve the EOC and to allocate funds for the election costs from the April 24th election.

Chief Branscum presented budget supplement 21-002 to secure funding to upgrade the EOC. Two laptops and one desk top computer were purchased out of the 2021 regular budget already, but all remaining AV equipment is in need of upgrading. Proposals were obtained from several companies with Saia having the

best proposal. Chief Branscum recommended transferring \$17,000 from miscellaneous revenue to cover the cost of the upgrades.

Election costs were not known at the time of budget approval. Estimates have come in at \$50,000 for the April 24th tax renewal election. Chief Branscum recommended the use the general fund to cover the election costs.

Ken Montgomery made a motion to approve Budget Supplement 21-002 as presented. Chuck Langlois seconded. All members present approved the motion.

Item # 10 Discussion and approval of budget supplement 21-003 to allocate funds for repairs to Station 31 and Administration building.

Chief Branscum presented a list of existing building repairs that are long overdue for both Station 31 and the Administration building. Chief Branscum presented a proposal from Firmin Construction to address the list of issues and renovate the buildings as desired. Kevin Rogers made a motion to approve budget supplement 21-003 as presented. Ken Montgomery seconded. All members present approved the motion.

Item # 11 Discussion of and approval to create a municibid auction account.

Chief Branscum discussed the aspect of using Municibid as a means to auction off any surplus equipment that CFD would get rid of. Chief Branscum advised that this was already used by many state agencies and municipalities and that he had discussed the use of the site with our auditors already. Once CFD creates an account, any items being sold on the site would have to have a reserve price set by the Board. If / when any pricing would need to be lowered, the Board would have to approve the new reserve price. Ken Montgomery made a motion to approve creating an account using the aforementioned process. Kevin Rogers seconded. All members present approved the motion.

Item # 12 Review of annual BOC financial disclosures.

Members present reviewed financial disclosures for FY 2020.

Item # 13 Administrative matters

Tax renewal results

Chief Branscum recapped the events of election day and details not mentioned earlier in the meeting.

F-250 replacement update

CFD has taken delivery of the new F-250. The unit is at Dana Safety to be outfitted with warning lights, siren, radio and graphics.

Recruit Academy Update

Recruits have finished Haz-Mat and are about 2 weeks out from Firefighter I testing. CFD Recruits are still at the top of the class.

Motion to Adjourn

There being no further business presented before this board Chuck Langlois made a motion to adjourn the meeting. Ken Montgomery seconded the motion. All members present approved motion. Meeting was adjourned.



Chuck Langlois, Secretary