

**MINUTES OF T.P. RURAL FIRE PROTECTION DISTRICT NO. 2**  
**NOVEMBER 27, 2023**

**PUBLIC HEARING** – Notice was Given that a Public Hearing would be held by the Tangipahoa Parish Rural Fire Protection District No. 2 on Monday, November 27, 2023, immediately following the regular meeting of the Tangipahoa Parish Council on the following item:

TPRFPD No. 2 Resolution 23-05 to Adopt the Proposed Operating Budget for the Year Ending December 31, 2024  
– No one from the public asked to speak on this item

The Commissioners of T.P. Rural Fire Protection District No. 2 met in REGULAR SESSION on Monday, November 27, 2023 at the Tangipahoa Parish Gordon A Burgess Governmental Building, 206 East Mulberry Steet, Amite, LA following the Public Hearing and was called to order by Louis Joseph, President.

The following members were PRESENT: John Ingraffia, Louis Joseph, Carlo Bruno, Buddy Ridgel, Joey Mayeaux, David Vial, Brigette Hyde, Kim Coates ABSENT: Trent Forrest, Lionell Wells

**PUBLIC INPUT** – No one from the public asked to speak

**ADOPTION OF MINUTES** – Motion by Mr. Vial, seconded by Mr. Ingraffia to adopt the minutes of the regular meeting dated October 23, 2023 and Special meeting dated October 25, 2023. Roll call votes as follows:

YEA: Mr. Ingraffia, Mr. Joseph, Mr. Bruno, Mr. Ridgel, Mr. Mayeaux, Mr. Vial, Mrs. Hyde, Mrs. Coates

ABSENT: Mr. Forrest, Mr. Wells

**HAMMOND FIRE MATTERS**

1. APPROVAL TO PURCHASE – Mr. Atkins made known the older equipment parts are becoming obsolete and the newer equipment is battery operated. Motion by Mr. Vial, seconded by Mr. Mayeaux to approve the purchase of Extrication Equipment in the amount of \$25,249.45. Roll call votes as follows:

YEA: Mr. Ingraffia, Mr. Joseph, Mr. Bruno, Mr. Ridgel, Mr. Mayeaux, Mr. Vial, Mrs. Hyde, Mrs. Coates

ABSENT: Mr. Forrest, Mr. Wells

Mr. Atkins made known Chief Collura received a check for Hurricane Ida in the amount of \$309,650.84 noting approximately \$100,000 covers the expenses for payroll and supplies with the remaining going to the department.

**INDEPENDENCE FIRE MATTERS**

2. RATIFICATION of 2% raise – Chief Polito asked the board to approve the 2% raise for full time employees only, effective January 2024. Motion by Mr. Bruno, seconded by Mr. Ingraffia to approve the 2% raise. Roll call votes as follows:

YEA: Mr. Ingraffia, Mr. Joseph, Mr. Bruno, Mr. Ridgel, Mr. Mayeaux, Mr. Vial, Mrs. Hyde, Mrs. Coates

ABSENT: Mr. Forrest, Mr. Wells

3. APPROVAL TO PURCHASE Extrication Equipment – Motion by Mr. Bruno, seconded by Mr. Vial to approve the purchase of Extrication Equipment in the amount of \$36,674.00. Roll call votes as follows:

YEA: Mr. Ingraffia, Mr. Joseph, Mr. Bruno, Mr. Ridgel, Mr. Mayeaux, Mr. Vial, Mrs. Hyde, Mrs. Coates

ABSENT: Mr. Forrest, Mr. Wells

**LORANGER FIRE MATTERS**

4. RATIFICATION of (2) Full Time Positions – Motion by Mr. Bruno, seconded by Mr. Ingraffia to ratify approval of 2 full time positions at \$9.00/hour and \$11.00/hour. Roll call votes as follows:

YEA: Mr. Ingraffia, Mr. Joseph, Mr. Bruno, Mr. Ridgel, Mr. Mayeaux, Mr. Vial, Mrs. Hyde, Mrs. Coates

ABSENT: Mr. Forrest, Mr. Wells

**NATALBANY FIRE MATTERS**

5. RATIFICATION of Part-time position – Motion made by Mr. Bruno, seconded by Mr. Vial to ratify approval of 1 part-time position at \$11.70/hour. Roll call votes as follows:

YEA: Mr. Ingraffia, Mr. Joseph, Mr. Bruno, Mr. Ridgel, Mr. Mayeaux, Mr. Vial, Mrs. Hyde, Mrs. Coates

ABSENT: Mr. Forrest, Mr. Wells

**ADMINISTRATORS REPORT**

6. ADOPTION of TPRFPD No. 2 Resolution 23-04 to Adopt the Amended Operating Budget for the Year Ending December 31, 2023

I hereby certify that I am the duly elected President of the Board of Commissioners of the Tangipahoa Parish Rural Fire Protection District No. 2, Amite, Louisiana, that the following is a true and correct copy of a resolution adopted at the regular monthly meeting of the Board of Commissioners of the Tangipahoa Parish Rural Fire Protection District No. 2 held in accordance with its enabling legislation on the 27<sup>th</sup> day of November, 2023, and that it is in full force and effect.

BE IT RESOLVED that the Board of Commissioners of the Tangipahoa Parish Rural Fire Protection District No. 2 do the following things and take the following actions, to-wit:

Adopt the AMENDED ANNUAL OPERATING BUDGET FOR THE YEAR BEGINNING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023, summarized as follows:

	Original 2023 Budget	Amended 2023 Budget	% Increase (Decrease)
Fund Balance, Beginning	\$ 6,562,356	\$ 7,926,674	17.21%
Revenues:			
Ad Valorem Taxes	\$ 6,803,932	\$ 6,859,730	0.81%
PILOT	\$ 89,192	\$ 89,192	0.00%
State Revenue Sharing	\$ 488,220	\$ 491,631	0.69%
State 2% Insurance Rebate	\$ 640,416	\$ 553,623	-15.68%
Municipal Fire Protection	\$ 289,100	\$ 293,608	1.54%
Interest Income	\$ 58,000	\$ 189,967	69.47%
All Other	\$ 6,000	\$ 5,500	0.00%
<b>Total Revenues</b>	<b>\$ 8,374,860</b>	<b>\$ 8,483,250</b>	<b>1.28%</b>
Expenditures:			
Pension Fund Deduction	\$ 261,548	\$ 265,047	1.32%
Administrative	\$ 318,671	\$ 324,542	1.81%
Payments to Fire Departments	\$ 7,786,627	\$ 7,886,018	1.26%
Capital Outlay	\$ 2,500	\$ 855,883	0.00%
Debt Service	\$ 13,559	\$ 14,309	0.00%
All Other	\$ -	\$ -	0.00%
<b>Total Expenditures</b>	<b>\$ 8,382,904</b>	<b>\$ 9,345,800</b>	<b>10.30%</b>
<b>Surplus (Deficit)</b>	<b>\$ (8,045)</b>	<b>\$ (862,549)</b>	
<b>Fund Balance, Ending</b>	<b>\$ 6,554,312</b>	<b>\$ 7,064,125</b>	<b>7.22%</b>

The fire administrator serving as the chief administrative officer of the Tangipahoa Parish Rural Fire Protection District No. 2 shall have no authority to make changes to individual budget line item classifications without the approval of the Board of Commissioners. The authority for changes to individual budget classifications is reserved solely to the Board of Commissioners.

This resolution having been submitted in writing, introduced at public meeting of the Tangipahoa Parish Rural Fire Protection District No. 2 on Monday, October 23, 2023, advertised in the official journal on October 26, 2023, and October 28, 2023, and discussed at a public hearing on November 27, 2023, and was submitted to an official vote the Board of Commissioners..

On motion by Mr. Bruno and seconded by Mr. Vial the foregoing resolution to ADOPT THE AMENDED ANNUAL OPERATING BUDGET FOR THE YEAR BEGINNING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023, was hereby declared and adopted on this 27<sup>th</sup> day of November, 2023, by the following roll-call vote: YEAS: Ingraffia, Joseph, Bruno, Ridgel, Mayeaux, Vial, Hyde, Coates ABSENT: Forrest, Wells

7. ADOPTION of TPRFPD No. 2 Resolution 23-05 to Adopt the Proposed Operating Budget for the Year Ending December 31, 2024

I hereby certify that I am the duly elected President of the Board of Commissioners of the Tangipahoa Parish Rural Fire Protection District No. 2, Amite, Louisiana, that the following is a true and correct copy of a resolution adopted at the regular monthly meeting of the Board of Commissioners of the Tangipahoa Parish Rural Fire Protection District No. 2 held in accordance with its enabling legislation on the 27<sup>th</sup> day of November 2023, and that it is in full force and effect.

BE IT RESOLVED that the Board of Commissioners of the Tangipahoa Parish Rural Fire Protection District No. 2 do the following things and take the following actions, to-wit:

Adopt the PROPOSED ANNUAL OPERATING BUDGET FOR THE YEAR BEGINNING JANUARY 1, 2024 AND ENDING DECEMBER 31, 2024, summarized as follows:

	Amended 2023 Budget	2024 Proposed Budget	% Increase (Decrease)
Fund Balance, Beginning	\$ 7,926,674	\$ 7,064,125	
Revenues:			
Ad Valorem Taxes	\$ 6,859,730	\$ 7,194,070	4.87%
PILOT	\$ 89,192	\$ 89,192	0.00%
State Revenue Sharing	\$ 491,631	\$ 491,631	0.00%
State 2% Insurance Rebate	\$ 553,623	\$ 553,623	0.00%
Municipal Fire Protection	\$ 293,608	\$ 297,308	1.26%
Interest Income	\$ 189,967	\$ 189,967	0.00%
All Other	\$ 5,500	\$ 6,000	9.09%
<b>Total Revenues</b>	<b>\$ 8,483,250</b>	<b>\$ 8,821,791</b>	<b>3.99%</b>
Expenditures:			
Pension Fund Deduction	\$ 265,047	\$ 280,244	5.73%
Administrative	\$ 324,542	\$ 318,933	-1.73%
Fire Dept. Allocations	\$ 7,886,018	\$ 8,208,861	4.09%
Capital Outlay	\$ 855,883	\$ 2,500	0.00%
Debt Service	\$ 14,309	\$ 14,309	0.00%
All Other	\$ -	\$ -	0.00%
<b>Total Expenditures</b>	<b>\$ 9,345,800</b>	<b>\$ 8,824,848</b>	<b>-5.57%</b>
<b>Fund Balance, Ending</b>	<b>\$ 7,064,125</b>	<b>\$ 7,061,067</b>	<b>-0.04%</b>

The fire administrator serving as the chief administrative officer of the Tangipahoa Parish Rural Fire Protection District No. 2 shall have no authority to make changes to individual budget line item classifications without the approval of the Board of Commissioners. The authority for changes to individual budget classifications is reserved solely to the Board of Commissioners.

This resolution having been submitted in writing, introduced at public meeting of the Tangipahoa Parish Rural Fire Protection District No. 2 on Monday, October 23, 2023, advertised in the official journal on October 26, 2023, and October 28, 2023, and discussed at a public hearing on November 27, 2023, and was submitted to an official vote the Board of Commissioners.

On motion by Mr. Vial and seconded by Mr. Ingraffia the foregoing resolution to ADOPT THE ANNUAL OPERATING BUDGET FOR THE YEAR BEGINNING JANUARY 1, 2024 AND ENDING DECEMBER 31, 2024, was hereby declared and adopted on this 27<sup>th</sup> day of November, 2023, by the following roll-call vote: YEAS: Ingraffia, Joseph, Bruno, Ridgel, Mayeaux, Vial, Hyde, Coates ABSENT: Forrest, Wells

**OTHER FIRE MATTERS**

8. DISCUSSION AND ACTION to amend Fire Administrator Contract – Mr. Vial addressed the 2 items that needed amending being 4. Vacation, Holiday and Accrued Leave to follow the TPG Employee Handbook and duties adding 23. Available to respond to emergency calls. Motion by Mr. Vial, seconded by Mrs. Hyde to approve to amend the Fire Administrator Contract. Roll call votes as follows:  
YEA: Mr. Ingraffia, Mr. Joseph, Mr. Bruno, Mr. Ridgel, Mr. Mayeaux, Mr. Vial, Mrs. Hyde, Mrs. Coates  
ABSENT: Mr. Forrest, Mr. Wells
9. DISCUSSION AND ACTION – Motion by Mr. Bruno, seconded by Mr. Vial to move the next Fire Board meeting to December 11, 2023. Roll call votes as follows:  
YEA: Mr. Ingraffia, Mr. Joseph, Mr. Bruno, Mr. Ridgel, Mr. Mayeaux, Mr. Vial, Mrs. Hyde, Mrs. Coates  
ABSENT: Mr. Forrest, Mr. Wells

10. DISCUSSION AND ADOPTION – Consultant Butch Browning discussed the 4 point frame work plan. Motion by Mr. Vial, seconded by Mr. Bruno to adopt the Fire Consultant recommendations concerning frame work detailing the four point plan creating a path forward for planning and implementing the needed improvements for future fire protection services to the Tangipahoa Parish Rural Fire Protection District #2 taxpayers. Roll call votes as follows:  
YEA: Mr. Ingraffia, Mr. Joseph, Mr. Bruno, Mr. Ridgel, Mr. Mayeaux, Mr. Vial, Mrs. Hyde, Mrs. Coates  
ABSENT: Mr. Forrest, Mr. Wells

**ADJOURN**

With no further discussion, Motion by Mr. Vial to adjourn the meeting. No opposition.

S/Jill DeSouge, Secretary  
T.P. Rural Fire Protection District No. 2

S/Louis Joseph, President  
T.P. Rural Fire Protection District No. 2