

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN THAT THE TANGIPAHOA PARISH RURAL FIRE PROTECTION DISTRICT NO. 2 WILL MEET IN **REGULAR SESSION** ON MONDAY, JULY 27, 2020 IMMEDIATELY FOLLOWING THE REGULAR MEETING OF THE TPC, TANGIPAHOA PARISH GOVERNMENT BUILDING, 206 EAST MULBERRY STREET, AMITE, LA.

**AGENDA
TANGIPAHOA PARISH
RURAL FIRE PROTECTION DISTRICT NO. 2
REGULAR MEETING JULY 27, 2020**

CALL TO ORDER

ROLL CALL

PUBLIC INPUT - *Anyone Wishing to Address any Agenda Item*

ADOPTION OF MINUTES- Regular meeting dated June 22, 2020

HUSSER FIRE MATTERS

[1.](#) Ratification of Approval of a Full Time Positions

KENTWOOD FIRE MATTERS

[2.](#) Approval to Surplus Assets

EIGHTH WARD FIRE MATTERS

[3.](#) Ratification of Approval of Full Time Positions

MONTHLY REPORTS AND REGISTERS

ADMINISTRATORS REPORT

[4.](#) Approval of a Cooperative Endeavor Agreement with the Town of Independence- Humvee Donation

OTHER FIRE MATTERS

ADJOURN

POSTED July 23, 2020

PUBLISHED DAILY STAR July 23, 2020

S/David P. Vial, President
T. P. Rural Fire District No. 2

S/Kristen Pecararo, Secretary
T. P. Rural Fire District No. 2

TANGIPAHOA PARISH RURAL FIRE # 2 POSITION RATIFICATION FORM

This form is to be used for all position replacements or additions. Any change to the job description for this position may be forwarded with this form.

Position Title: FF / EMR Position Number: 56

Location: Kentwood Independence Husser Wilmer

Loranger Natalbany Hammond Ponchatoula

9th Ward (Robert) Manchac Other _____

Position Information: Replacement For: 24 hr shift

Is the Job description current?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Payroll Mode:
Status: Employment Category	Hours per week: _____	<input checked="" type="checkbox"/> Biweekly
<input checked="" type="checkbox"/> Reg F/T	Days per week: <u>2</u>	<input type="checkbox"/> Monthly
<input type="checkbox"/> Reg P/T		
<input type="checkbox"/> Temp F/T		
<input type="checkbox"/> Temp P/T		
FLSA Status:	<input type="checkbox"/> Exempt (Salary) <input checked="" type="checkbox"/> Non Exempt (Hourly)	

Approvals:

Chief: <u>John Varnon</u>	Date: <u>6/25/20</u>
Fire Board President: _____	Date: _____
Administrator: _____	Date: _____

New Position Information: Complete this form before attending Fire Board meeting to request approval to ratify position.

Name of Person: (please print) <u>Stephen Graves</u>	Date: <u>6/25/20</u>
Compensation: <u>\$9.00</u> <input checked="" type="checkbox"/> Per hour <input type="checkbox"/> Per Year <input type="checkbox"/> Other: _____	Start Date: <u>7/1/20</u>

Start date should be the beginning of a pay period. This allows enough time to schedule drug screens, physicals and the processing of paperwork.

TANGIPAOHA PARISH RURAL FIRE # 2 POSITION RATIFICATION FORM

This form is to be used for all position replacements or additions. Any change to the job description for this position may be forwarded with this form.

Position Title: FF Position Number: _____

Location: Kentwood Independence Husser Wilmer

Loranger Natalbany Hammond Ponchatoula

8th Ward (Robert) Manchac Other _____

Position Information: Replacement For: 24 hr shift

Is the Job description current?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Payroll Mode:
Status: Employment Category	Hours per week: <u>40</u>	<input checked="" type="checkbox"/> Biweekly
<input checked="" type="checkbox"/> Reg F/T	Days per week: _____	<input type="checkbox"/> Monthly
<input type="checkbox"/> Reg P/T		
<input type="checkbox"/> Temp F/T		
<input type="checkbox"/> Temp P/T		
FLSA Status:	<input type="checkbox"/> Exempt (Salary) <input checked="" type="checkbox"/> Non Exempt (Hourly)	

Approvals:

Chief: <u>[Signature]</u>	Date: <u>7 15 2020</u>
Fire Board President: _____	Date: _____
Administrator: _____	Date: _____

New Position Information: Complete this form before attending Fire Board meeting to request approval to ratify position.

Name of Person: (please print) <u>Jacob Devall</u>	Date: <u>7/15/2020</u>
Compensation: <u>\$8.00</u> <input checked="" type="checkbox"/> Per hour <input type="checkbox"/> Per Year <input type="checkbox"/> Other: _____	Start Date: <u>8/1/2020</u>

Start date should be the beginning of a pay period. This allows enough time to schedule drug screens, physicals and the processing of paperwork.

TANGIPAHOA PARISH RURAL FIRE #2 PROPERTY DISPOSAL FORM

A. REQUEST TO: (Check one)

1. Transfer to following property to another fire department (at no cost).
2. Transfer the following property to another department (at cost).
3. Act of donation to another public agency.
4. Surplus available for sale, advertisement, sealed bids.
5. Relieve the following property from responsibility/accountability due to: Trade in, Loss, Theft,
 Destruction, or Other Cause. (Documentation Required)
6. Relieve the following property from responsibility/accountability due to: Obsolescence, Un-repairable.
or No longer usable by department but still functioning.

B. HAZARDOUS EQUIPMENT: Check if any item listed has been used in conjunction with Hazardous, Radiological or Biological materials? Yes No ; has the equipment been decontaminated or render safe? Yes No

C. Condition Code: N=New E=Excellent G=Good P=Poor S=Salvage X=Scrap

D. Dispositions Instructions: SA=Sold @ Auction AB = Advertise & Bid DL = Disposed Landfill AD=Donation
TC=Transfer @ Cost TNC= Transfer @ no cost

ID Tag No.	Full Description of Item(s)	Condition Code	Disposition Instructions	Present Location	Unit Cost
4532	Elliptical machine	X	DL	Central Station	\$2500.00
4533	Becker Gear	X	DL	Central station	\$1647.00

*NV: Mark this box if the item is obsolete, un-repairable, or has no value.

Surrendering Department
Kentwood

Fire Department _____
Signature of Fire Chief _____
Effective Date of this Action _____
Contact Person _____
Contact Phone Number _____

IF NV is marked the Fire Chief is certifying that the item has no value. DO NOT WRITE BELOW THIS LINE

FOR RELIEF FROM ACCOUNTABILITY

Report No. _____ Date _____ Fire Dept. Chief _____
(Dept+ Tag Number)

Approved Disapproved

Tangipahoa Parish Rural Fire # 2 Administrator



SECRETARY
CARLA TATE

**TANGIPAHOA PARISH RURAL FIRE
PROTECTION DISTRICT NO. 2**

P. O. BOX 215 • AMITE, LOUISIANA 70422
(985) 748-3211
FAX (985) 748-8994
Email: carla@tangipahoa.org

TREASURER
VIRGINIA BAKER

To: Allyce Cutrer, Kentwood Fire Department
From: Virginia Baker, Treasurer
Date: October 8, 2013
Re: Fixed Asset

Included with this document you will find fixed asset number 4533, a copy of the original invoice, copy of the check and purchase order for the newly acquired Bunker Gear Set. Please affix fixed asset number 4533 to the newly acquired set, or if this tag cannot be attached to the set please mark the number inside the Pant and Coat so that it can be seen during annual inventory.

Thank You

COMMISSIONERS

TRENT FORREST
RONNIE BANKSTON

GREG VARNADO
LIONELL WELLS

MICHAEL PETITTO
DAVID P. VIAL

CARLO S. BRUNO
HARRY LAVINE

NICKY MUSCARELLO, SR.
BOBBY CORTEZ



TANGIPAHOA PARISH GOVERNMENT

POOL ACCOUNT
P.O. BOX 215
AMITE, LA 70422

FIRST GUARANTY BANK
065404340

DATE	CHECK NO.
09/12/13	244803

PAY One Thousand, Six-Hundred Forty-Seven Dollars and Zero Cents

AMOUNT
\$1,647.00

TO THE ORDER OF FERRARA FIRE APPARATUS, INC
P.O. BOX 249
HOLDEN, LA 70744

VOID 90 DAYS AFTER ISSUE DATE

⑈ 244803 ⑆ ⑆ 065404340 ⑆ 500027633 ⑆

TANGIPAHOA PARISH GOVERNMENT

POOL ACCOUNT
P.O. BOX 215
AMITE, LA 70422

ACCOUNTS PAYABLE

VENDOR NAME				VENDOR NO.	CHECK DATE	CHECK NO.
FERRARA FIRE APPARATUS, INC				5390	09/12/13	244803
INVOICE NO.	INVOICE DATE	PO NO.	GL ACCOUNT	INVOICE DESCRIPTION		AMOUNT
0000000113409	08/30/13	121741	603-999- 5375 -000 <i>5480</i>	SUPPLIES		\$1,647.00
RETAIN THIS PART FOR REFERENCE						TOTAL \$1,647.00

TANGIPAHOA PARISH GOVERNMENT

POOL ACCOUNT
P.O. BOX 215
AMITE, LA 70422

ACCOUNTS PAYABLE

VENDOR NAME				VENDOR NO.	CHECK DATE	CHECK NO.
FERRARA FIRE APPARATUS, INC				5390	09/12/13	244803
INVOICE NO.	INVOICE DATE	PO NO.	GL ACCOUNT	INVOICE DESCRIPTION		AMOUNT
0000000113409	08/30/13	121741	603-999- 5375 -000 <i>5480</i>	SUPPLIES <i>F 4533</i>		\$1,647.00
RETAIN THIS PART FOR REFERENCE						TOTAL \$1,647.00

PURCHASE ORDER

DUPLICATE

BILL TO:

Tangipahoa Parish Government
206 E Mullberry St
Amite LA 70422-0215

PURCHASE ORDER NO: 121741
This PO number must appear on all packages
and correspondence

1 of 1

PHONE: 985-748-3211 FAX:

VENDOR: 5390

FERRARA FIRE APPARATUS, INC
P.O. BOX 249
HOLDEN LA 70744

SHIP TO:

KENTWOOD FIRE
310 AVENUE G
KENTWOOD LA 70444

Notes to Vendor: Date forwarded to Accounts Payable for Processing

Order Date: 07/24/2013

Date Required:

Ship Via:

Quantity	U/M	Catalog No	Description	Unit Price	Total
1.00			Bunker Gear Pants/Coat	1,647.0000	1,647.00
				SubTotal	1,647.00
				Sales Tax	0.00
				Order Total	1,647.00

ENT'D SEP 12 2013

Requested By: Allyce Cutrer

Approved for Payment: _____

Account Distribution

REV	APPRV. ACCOUNT NUMBER	AMOUNT	REV	APPRV. ACCOUNT NUMBER	AMOUNT
DD	DD 603-999-5375-000	1,647.00			

244802

9-11-13

Authorized Signature: _____

FERRARA

FERRARA FIRE APPARATUS, INC.
 27855 James Chapel Road • P.O. Box 249 • Holden, LA 70744
 Phone: (225) 567-7100 • Toll Free: (800) 443-9006

www.FerraraFire.com

DATE
8/30/2013

INV00000000113409

PAGE: 1
 Invoice Amount \$1,647.00

BILL TO:
 Kentwood Fire Department
 310 Avenue G
 Kentwood LA 70444

SHIP TO:
 Kentwood Fire Department
 310 Avenue G
 Kentwood LA 70444

PURCHASE ORDER NO.		ACCOUNT NO.		SALESMAN		SHIPPING METHOD		PAYMENT TERMS		ORDER DATE		OFFICE USE ONLY	
ALLYCE CUTRER		00575		037		UPS GROUND		Net 30		7/30/2013		180,167	
QTY ORDERED	QTY SHIPPED	QTY B/O	ITEM NUMBER	DESCRIPTION		DISCOUNT	UNIT PRICE	EXTENDED PRICE					
1	1	0	DS-FXR COAT & PANT	GOLD NOMEK KEVLAR COAT AND PANT		\$0.00	\$1,647.00	\$1,647.00					
1	1	0	FRT	FOB Destination		\$0.00	\$0.00	\$0.00					

PO# 121741

ENT'D SEP 12 2013

244803

RECEIVED
 SEP 10 2013
 DC

K.V.F.D. 9-9-13
APPROVED
Tommy Summians
Allyce B. Cutrer

Freight FOB Destination
 Thank You For Your Business!
 FJM

Send Payment to:
Ferrara Fire Apparatus Inc.
P.O. Box 249
Holden, LA 70744

Subtotal	\$1,647.00
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
Trade Discount	\$0.00
Total	\$1,647.00

A



**TANGIPAHOA PARISH RURAL FIRE
PROTECTION DISTRICT NO. 2**

P. O. BOX 215 • AMITE, LOUISIANA 70422

(985) 748-3211

FAX (985) 748-8994

Email: carla@tangipahoa.org

SECRETARY
CARLA TATE

TREASURER
VIRGINIA BAKER

To: Allyce Cutrer, Kentwood Fire Department
From: Virginia Baker, Treasurer
Re: New Fixed Asset
Date: October 2, 2013

Included with this memo is a copy of the invoice, check, and Fixed Asset Number (4532) for your newly purchased Elliptical Machine. Please affix this asset identification tag to the equipment where it is visible for inventory purposes once you receive it.

Thanks

COMMISSIONERS

TRENT FORREST
RONNIE BANKSTON

GREG VARNADO
LIONELL WELLS

MICHAEL PETITTO
DAVID P. VIAL

CARLO S. BRUNO
HARRY LAVINE

NICKY MUSCARELLO, SR.
BOBBY CORTEZ



TANGIPAHOA PARISH GOVERNMENT

POOL ACCOUNT
P.O. BOX 215
AMITE, LA 70422

FIRST GUARANTY BANK
065404340

DATE	CHECK NO.
09/26/13	200159

PAY Two Thousand, Four-Hundred Ninety-Nine Dollars and Zero Cents

AMOUNT
\$2,499.00

TO THE ORDER OF YOWZA FITNESS.COM LLC
7916 DREW CIRCLE, SUITE 7
FT. MYERS, FL 33967

Virginia Baker
Melissa R. Covert
VOID 90 DAYS AFTER ISSUE DATE

⑈ 200159⑈ ⑆065404340⑆ 500027633⑈

TANGIPAHOA PARISH GOVERNMENT

POOL ACCOUNT
P.O. BOX 215
AMITE, LA 70422

ACCOUNTS PAYABLE

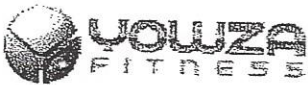
VENDOR NAME				VENDOR NO	CHECK DATE	CHECK NO
YOWZA FITNESS.COM LLC				32027	09/26/13	200159
INVOICE NO.	INVOICE DATE	PO NO.	GL ACCOUNT	INVOICE DESCRIPTION		AMOUNT
22194	09/11/13	122540	603-999-5480-000	ELIPTICAL MACHINE		\$2,499.00
RETAIN THIS PART FOR REFERENCE						TOTAL \$2,499.00

TANGIPAHOA PARISH GOVERNMENT

POOL ACCOUNT
P.O. BOX 215
AMITE, LA 70422

ACCOUNTS PAYABLE

VENDOR NAME				VENDOR NO	CHECK DATE	CHECK NO
YOWZA FITNESS.COM LLC				32027	09/26/13	200159
INVOICE NO.	INVOICE DATE	PO NO.	GL ACCOUNT	INVOICE DESCRIPTION		AMOUNT
22194	09/11/13	122540	603-999-5480-000	ELIPTICAL MACHINE		\$2,499.00
RETAIN THIS PART FOR REFERENCE						TOTAL \$2,499.00



Sales Order

21

Date 9/11/2013
Order # 22194

Terms
PO # 122540
Ship Via Expedited Curbside De...

Affiliate
Tracking #
Project
Department Sales/Marketing
Memo Unit to be shipped when
Shipping Code (2)
Alternate Phone Num...
Phone Number (985) 514-0151

Bill To
Kentwood Volunteer Fire Dept
310 Ave G
Kentwood LA 70444

Ship To
Kentwood Volunteer Fire Dept
14400 Hwy 38
Kentwood LA 70444

Item	Quantity	Units	Serial/lot Numbers	Description	Class	Unit Price	Tax	Amount
Islamorada Islamorada Instant Coupon	1 1			Islamorada SuperCore elliptical		2,999.00 -500.00	Yes	2,999.00 -500.00

Make check payable to Yowza Fitness and mailed to:
7916 Drew Circle Suite #7 Ft. Myers FL. 33967

Warranty: 2yrs Parts, 1yr Labor

Subtotal	2,499.00
Shipping Cost (Expedited Curbside Delivery)	0.00
Total	\$2,499.00

ENTD SEP 26 2013

ENTD SEP 19 2013
K.V.F.D. 9-12-13
APPROVED
Tommy Summons
Allison B. Carter

RECEIVED
SEP 16 2013
BY: DC



22194

TANGIPAHOA PARISH RURAL FIRE # 2 POSITION RATIFICATION FORM

This form is to be used for all position replacements or additions. Any change to the job description for this position may be forwarded with this form.

Position Title: Firefighter Position Number: 823

Location: Kentwood Independence Husser Wilmer

Loranger Natalbany Hammond Ponchatoula

8th Ward (Robert) Manchac Other _____

Position Information: Replacement For: Part-time to full-time

Is the Job description current?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Payroll Mode:
Status: Employment Category	Hours per week: <u>various</u>	<input checked="" type="checkbox"/> Biweekly
<input checked="" type="checkbox"/> Reg F/T	Days per week: <u>various</u>	<input type="checkbox"/> Monthly
<input type="checkbox"/> Reg P/T		
<input type="checkbox"/> Temp F/T		
<input type="checkbox"/> Temp P/T		
FLSA Status:	<input type="checkbox"/> Exempt (Salary) <input type="checkbox"/> Non Exempt (Hourly)	

Approvals:

Chief: <u>[Signature]</u>	Date: <u>7/14/2020</u>
Fire Board President: _____	Date: _____
Administrator: _____	Date: _____

New Position Information: Complete this form before attending Fire Board meeting to request approval to ratify position.

Name of Person: (please print) <u>Laine Taylor</u>	Date: <u>7/14/2020</u>
Compensation: <u>10.20</u> <input checked="" type="checkbox"/> Per hour <input type="checkbox"/> Per Year <input type="checkbox"/> Other: _____	Start Date: <u>7/27/2020</u>

Start date should be the beginning of a pay period. This allows enough time to schedule drug screens, physicals and the processing of paperwork.

TANGIPAHOA PARISH RURAL FIRE # 2 POSITION RATIFICATION FORM

This form is to be used for all position replacements or additions. Any change to the job description for this position may be forwarded with this form.

Position Title: Firefighter Position Number: New

Location: Kentwood Independence Husser Wilmer

Loranger Natalbany Hammond Ponchatoula

8th Ward (Robert) Manchac Other: _____

Position Information: Replacement For: New

Is the Job description current?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Payroll Mode:
Status: Employment Category	Hours per week: <u>various</u>	<input checked="" type="checkbox"/> Biweekly
<input checked="" type="checkbox"/> Reg F/T	Days per week: <u>various</u>	<input type="checkbox"/> Monthly
<input type="checkbox"/> Reg P/T		
<input type="checkbox"/> Temp F/T		
<input type="checkbox"/> Temp P/T		
FLSA Status:	<input type="checkbox"/> Exempt (Salary) <input type="checkbox"/> Non Exempt (Hourly)	

Approvals:

Chief: <u>Joe Brown</u>	Date: <u>7/15/2020</u>
Fire Board President: _____	Date: _____
Administrator: _____	Date: _____

New Position Information: Complete this form before attending Fire Board meeting to request approval to ratify position.

Name of Person: (please print) <u>Tyler Lawrence</u>	Date: _____
Compensation: <u>9.95</u> <input checked="" type="checkbox"/> Per hour <input type="checkbox"/> Per Year <input type="checkbox"/> Other: _____	Start Date: <u>7/27/2020</u>

Start date should be the beginning of a pay period. This allows enough time to schedule drug screens, physicals and the processing of paperwork.

Documents to follow

Town of Independence

COOPERATIVE ENDEAVOR AGREEMENT

THIS COOPERATIVE ENDEAVOR, made and entered into this *1st day of July, 2020* by and between *the Town of Independence, Tangipahoa Parish, State of Louisiana*, hereinafter referred to as the "Town" and *Tangipahoa Parish Rural Fire District #2*, officially domiciled at 206 E. Mulberry Street, Amite, La., 70422, hereinafter referred to as the "Contracting Party."

WHEREAS, Article VII, Section 14(c) of the Constitution of the State of Louisiana provides that "for a public purpose, the state and its political subdivisions ... may engage in cooperative endeavors with each other ...; "and


WHEREAS, The Town of Independence no longer has need for the use of the Humvee and the Tangipahoa Parish Rural Fire District #2 provides public safety to our community during emergency situations and natural disasters.

NOW THEREFORE, The Town of Independence hereby donates the Humvee to the Tangipahoa Parish Rural Fire District #2 in order to serve our community during its time of need.

THUS, DONE AND SIGNED AT Independence City Hall, Independence, Louisiana, on this *1st day of July, 2020*.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this day of *1st day of July 2020*.

WITNESSES SIGNATURES:



TOWN OF INDEPENDENCE SIGNATURE:

By: _____

Title: Jim Paine
Mayor 

WITNESSES SIGNATURES:



CONTRACTOR SIGNATURE:

By: _____

Title: Dennis Crocker
TPRFD# 2 Administrator 