

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN THAT THE TANGIPAHOA PARISH RURAL FIRE PROTECTION DISTRICT NO. 2 WILL MEET IN **SPECIAL SESSION** ON MONDAY, AUGUST 31, 2020 IMMEDIATELY FOLLOWING THE SPECIAL MEETING OF THE TPC, TANGIPAHOA PARISH GORDON A. BURGESS GOVERNMENTAL BUILDING, 206 EAST MULBERRY STREET, AMITE, LA.

**AGENDA
TANGIPAHOA PARISH
RURAL FIRE PROTECTION DISTRICT NO. 2
SPECIAL MEETING AUGUST 31, 2020**

CALL TO ORDER

ROLL CALL

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

ADOPTION OF MINUTES- Regular meeting dated July, 27, 2020

HAMMOND FIRE MATTERS

[1.](#) Approval to Purchase Airpacks

PONCHATOULA FIRE MATTERS

[2.](#) Approval to Purchase a Truck Off of State Contract

INDEPENDENCE FIRE MATTERS

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

[4.](#) Ratification of Approval of Part Time Positions

WILMER FIRE MATTERS

[5.](#) Ratification of Approval of Compensation Adjustments

MONTHLY REPORTS AND REGISTERS

ADMINISTRATORS REPORT

OTHER FIRE MATTERS

ADJOURN

POSTED August 27, 2020

PUBLISHED DAILY STAR August 27, 2020

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

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

Your ATO: A-G1FS222MA2COLAR

SYSTEM_PRESSURE	2 - 2216 PSIG
CYLINDER_CONNECTION	2 - CGA Threaded Remote Con
HARNESS	2 - Standard with Chest Strap
CRADLE_TYPE	M - Metal Band
LUMBAR_TYPE	A - Adjustable Swivel Lumbar Pad
REGULATOR_TYPE	2 - Solid Cover Left Shoulder
REGULATOR_HOSE_TYPE	C - Continuous
EMERGENCY_BREATHING_SUPPORT	0 - None
SPEAKER_MODULE	L - Left Chest
PASS	A - PASS Right Shoulder
BATTERY_TYPE	R - Rechargeable

PO# _____

1 of 2

This spreadsheet is not a purchase order**Order Sheet Instructions**

- 1) Only one vehicle configuration may be entered on each Order Sheet. Use a separate Order Sheet for each different vehicle configuration being ordered. The listed configurations are the only configurations available. However, additional configurations may be added to the contract upon request. To request additional configurations, contact the dealer or OSP.
- 2) Enter the number of vehicles being ordered in the tan boxes under either Base Vehicle or Optional Configurations.
- 3) Under Available Exterior Colors, enter the number of vehicles in the tan boxes to the right of the desired color(s). Multiple Colors may be ordered on one Order Sheet.
- 4) Under Optional Equipment, select "Yes" in the tan box if the option is desired. Leave blank or select "No" if the option is not desired. The listed options are the only options available. However, additional options may be added to the contract upon request. To request an option be added to the contract, contact the dealer or OSP.
- 5) The cost per vehicle and total order cost will automatically calculate at the bottom of the Order Sheet.

Ford F-250 Crew Cab	Contract Line	75	Delivery ARO	90-150 days
State Contract Number	4400016601	Vendor	Courtesy Ford	

Base Vehicle

Vehicle Description	Order Code	Unit Price	Quantity	Extended Price
RWD w/ 6.2L V8 FFV engine	W2A - 600A	\$ 25,526.00		\$ -

Optional Configuration

Description	Order Code	Unit Price	Quantity	Extended Price
4WD w/ 6.2L V8 FFV engine	W2B - 600A	\$ 27,904.00	1	\$ 27,904.00
6.7L V8 Powerstroke Diesel engine	W2A - 600A - 99T/44W	\$ 35,217.00		\$ -
4WD 6.7L V8 Powerstroke Diesel engine	W2B - 600A - 99T/44W	\$ 37,595.00		\$ -
LWB 6.7L V8 Powerstroke Diesel engine	W2A - 600A - 99T/44W-176"WB	\$ 35,406.00		\$ -
LWB 8' bed RWD w/ 6.2L V8 FFV engine	W2A - 600A-176"WB	\$ 25,715.00		\$ -
LWB 8' bed 4WD w/ 6.2L V8 FFV engine	W2B - 600A - 176" WB	\$ 28,093.00		\$ -

Warranty Term	3 yr/36,000 miles bumper-to-bumper and 5yr/60,000 miles powertrain
---------------	--

Available Interior Color

(AS) Medium Earth Gray Vinyl

Available Exterior Colors

(UM) Agate Black	(UX) Ingot Silver	
(N1) Blue Jeans	(PQ) Race Red	yes
(Z1) Oxford White	(J7) Magnetic	

Optional Equipment

Option Description	Option Code	Option Unit Price	Add Option	Extended Price
Cloth Bucket Front Seats	Trim Type 4	\$ 565.00	Yes	\$ 565.00
Cloth 40/20/40 Front Seats	Trim Type 1	\$ 289.00		\$ -

PO# _____

2 of 2

4X4 Off-Road Package (Requires 4WD) **	17X	\$ 368.00	Yes	\$ 368.00
6 Upfitter Switches	66S	\$ 152.00		\$ -
Skid Plate Package (4x4 only)	41P	\$ 92.00		\$ -
Spray-In Bedliner	85S	\$ 548.00		\$ -
Drop-In Bedliner	85L	\$ 323.00		\$ -
Standard Trailer Tow Package	Included	NC		\$ -
High Capacity Trailer Tow Package (Diesel Required)	53S	\$ 1,039.00		\$ -
Gooseneck Hitch Kit (requires 53W prep pack)	15J	\$ 231.00		\$ -
5th Wheel Hitch Kit (18K) ** requires 8' Box & 53W)	15L	\$ 1,008.00		\$ -
5th Wheel/Gooseneck Hitch Prep Package	53W	\$ 460.00		\$ -
Trailer Brake Controller	52B	\$ 249.00	Yes	\$ 249.00
Bed Delete (Option 512 is also required)	66D	\$ (575.00)		\$ -
Spare Tire and Wheel (Must be used with bed delete)	512	\$ 272.00	Yes	\$ 272.00
Cab Steps	18B	\$ 405.00	Yes	\$ 405.00
Power Equipment Group (Includes power windows and door locks)	90L	\$ 989.00	Yes	\$ 989.00
Cruise Control	525	\$ 216.00	Yes	\$ 216.00
Speed Limitation - 65 MPH	926	\$ 73.00		\$ -
Speed Limitation - 75 MPH	927	\$ 73.00		\$ -
Daytime Running Lamps	942	\$ 41.00	Yes	\$ 41.00
Reverse Vehicle Aid Sensor(XL)	76R	\$ 225.00	Yes	\$ 225.00
E-locking Rear Axel ** (required when selecting option 17x)	X3H, X3J, X3E, or X4M	\$359.00	Yes	\$ 359.00
All Terrain Tires ** (required when selecting option 17x)	TBM	\$ 152.00	Yes	\$ 152.00
Cost for Each Vehicle Plus Options			1 EA	\$ 31,745.00
Additional Costs				
0.35% Contract Administrative Fee				\$ 111.11
LA DEQ Waste Tire Fee (5 tires X \$2.25 each)				\$ 11.25
LA Safety Inspection Sticker - 2 Year				\$ 20.00
Total Cost for Each Vehicle			1 EA	\$ 31,887.36
Total Cost for All Vehicles			1 Vehicle	\$ 31,887.36
Agency Information				
Contact Name:			LPA Approval No	
Phone:			Agency Name	
Email:			Shopping Cart	
Vendor Information				
Courtesy Ford	Mike Solomon	Vendor No.		310062165
Phone:	337-332-2145			
Email:	msolomon@courtesyautomotive.com			



PONCHATOULA FIRE DEPARTMENT

2020 Ford F250 Bid

2020 Ford F250 Crew Cab, RWD, 6.2 V8 FFV Engine (W2A – 600A)

Race Red w/ Medium Earth Gray Cloth Interior

Cloth Bucket Front Seats

4x4 Off Road Package (17X)

Trailer Brake Controller (52B)

Spare Tire and Wheel (512)

Cab Steps (18B)

Power Equipment Group (90L)

Cruise Control (525)

Daytime Running Lamps (942)

Reverse Vehicle Aid Sensor (76R)

3.73 Electronic Locking Rear Axle (X3E)

All Terrain Tires (TBM)

Administrative Fee – \$110

LA DEQ Waste Tire Fee – \$11.25

LA Safety Inspection Sticker - \$20

TOTAL – \$31,800

Allen Waddell

General Manager

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: F.F. / Operator Position Number: _____

Location: Kentwood Independence Husser Wilmer
Loranger Natalbany Hammond Ponchatoula
8th Ward (Robert) Manchac Other _____

Position Information: Replacement For: Log Skn

Is the job description current?	<u>Yes</u> No	Payroll Mode:
Stat is Employment Category	Hours per week: <u>96</u>	<u>Biweekly</u>
<u>Reg F/T</u>	Days per week: _____	Monthly
Reg P/T		
Temp F/T		
Temp P/T		
FLS Status:	Exempt (Salary) <u>Non Exempt (Hourly)</u>	

Approvals:

Chief: <u>[Signature]</u>	Date: <u>8-10-20</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>OTIS ELLISON</u>	Date: <u>8-10-20</u>
Compensation: <u>\$9.00</u> <u>Per hour</u> Per Year Other: _____	Start Date: _____

Start date should be the beginning of a pay period. This allows enough time to schedule drug screens, physicals
moving from PT to 1 FT

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: CAPTAIN Position Number: _____

Location: Kentwood Independence Husser Wilmer

Lounger Natalbany Hammond Ponchatoula

8th Ward (Robert) Manchac Other _____

Position Information: Replacement For: Scott Blair

Is the job description current?

Yes No

Payroll Mode:

Status - Employment Category

Hours per week: 96

Biweekly

Reg F/T

Reg P/T

Temp F/T

Temp P/T

Days per week: _____

Monthly

FLSA Status: Exempt (Salary)

Non Exempt (Hourly)

Approvals:

Chief: [Signature] Date: 8-10-20

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) Roy Sharr Date: 8-10-20

Compensation: \$12.00 Per hour Per Year Other: _____ Start Date: 8-9-20

Start date should be the beginning of a pay period. This allows enough time to schedule drug screens, physicals
Promoted from Firefighter to Captain

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: F.F. Operator Position Number: _____

Location: Kentwood Independence Husser Wilmer

Lounger Natalbany Hammond Ponchatoula

8th Ward (Robert) Manchac Other _____

Position Information: Replacement For: _____

Is the job description current?

Yes No

Payroll Mode:

Status Employment Category

Hours per week: 24

Biweekly

Reg F/T
Reg P/T
Temp F/T
Temp P/T

Days per week: _____

Monthly

FLSA Status: Exempt (Salary) Non Exempt (Hourly)

Approvals:

Chief: [Signature] Date: 8-10-20

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) JACOB STEWART Date: 8-10-20

Compensation: \$9.00 Per hour Per Year Other: _____ Start Date: _____

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

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: E.F. Operator Position Number: _____

Location: Kentwood Independence Husser Wilmer
Loranger Natalbany Hammond Ponchatoula
8th Ward (Robert) Manchac Other _____

Position Information: Replacement For: _____

Is the job description current?	<u>Yes</u> No	Payroll Mode:
Status Employment Category	Hours per week: <u>24</u>	<u>Biweekly</u>
<u>Reg P/T</u>	Days per week: _____	Monthly
FLSA Status: Exempt (Salary)	<u>Non Exempt (Hourly)</u>	

Approvals:

Chief: <u>[Signature]</u>	Date: <u>8/10/20</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>Tyler Covington</u>	Date: <u>8-10-20</u>
Compensation: <u>\$9.00</u> <u>Per hour</u> Per Year Other: _____	Start Date: _____

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

August 5, 2020

Tangipahoa Parish Government:

Please accept this letter as verification that I am raising the salary for firefighters at Wilmer Fire Department to \$11.00 per hour. In order to secure new employees, to be more competitive in our attempt to hire enough employees to run our department, and to help the firefighters we already employ this is very much needed.

Sincerely,

Timothy E. Verberne
Chief, Wilmer Fire Department

Office

TANGIPAHOA PARISH RURAL FIRE #2 POSITION REQUISITION/APPROVAL TO HIRE 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/Operator Position Number: _____

Location: Kentwood Independence Husser Wilmer

Loranger Natalbany Hammond Ponchatoula

8th Ward (Robert) Manchac Other _____

Position Information: Replacement For: _____

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: _____	<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)	

Recruiting Information:

Job Availability Date: 8-4-20

Recruiting Source desired: Job Posting Newspaper Files Other: _____

Approvals:

Chief: Timothy Verbene Date: 8-4-20 Chairman Fire Board: _____ Date: _____

Dist. Councilman: _____ Date: _____ Board Commissioner: _____ Date: _____

New Hire Information: Complete this form before attending Fire Board meeting to request approval to hire.

Name of Person Hired: (please print) Dylan Mitchell Date of Hire: 8-4-20

Compensation: \$11.00 Per hour Per Year Other: _____ Start Date: 8-3-20

Date forwarded to payroll for processing: _____

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

(Office)

TANGIPAOA PARISH RURAL FIRE #2 POSITION REQUISITION/APPROVAL TO HIRE 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/Operator Position Number: _____

Location: Kentwood Independence Husser Wilmer

Loranger Natalbany Hammond Ponchatoula

8th Ward (Robert) Manchac Other _____

Position Information: Replacement For: _____

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: _____	<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)	

Recruiting Information:

Job Availability Date: 8-4-20

Recruiting Source desired: Job Posting Newspaper Files Other: _____

Approvals:

Chief: Timothy Kerbene Date: 8-4-20 Chairman Fire Board: _____ Date: _____

Dist. Councilman: _____ Date: _____ Board Commissioner: _____ Date: _____

New Hire Information: Complete this form before attending Fire Board meeting to request approval to hire.

Name of Person Hired: (please print) Ryan Bodin Date of Hire: 8-4-20

Compensation: \$11.00 Per hour Per Year Other: _____ Start Date: 8-3-20

Date forwarded to payroll for processing: _____

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

(Office)

TANGIPAHOA PARISH RURAL FIRE #2 POSITION REQUISITION/APPROVAL TO HIRE 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/Operator Position Number: _____

Location: Kentwood Independence Husser Wilmer

Loranger Natalbany Hammond Ponchatoula

8th Ward (Robert) Manchac Other _____

Position Information: Replacement For: _____

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: _____	<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)	

Recruiting Information:

Job Availability Date: 8-4-20

Recruiting Source desired: Job Posting Newspaper Files Other: _____

Approvals:

Chief: Timothy Verberne (Date 8-4-20) Chairman Fire Board: _____ Date: _____

Dist. Councilman: _____ Date: _____ Board Commissioner: _____ Date: _____

New Hire Information: Complete this form before attending Fire Board meeting to request approval to hire.

Name of Person Hired: (please print) Steven Brown Date of Hire: 8-4-20

Compensation: \$11⁰⁰ Per hour Per Year Other: _____ Start Date: 8-3-20

Date forwarded to payroll for processing: _____

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: Fire Lighter/Operator Position Number: _____

Location: Kentwood Independence Husser Wilmer

Loranger Natalbany Hammond Ponchatoula

8th Ward (Robert) Manchac Other _____

Position Information: Replacement For: _____

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: _____	<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>Timothy Verbeane</u>	Date: <u>8-4-20</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>Ian Braun</u>	Date: <u>8-4-20</u>
Compensation: <u>\$ 11.00</u> <input checked="" type="checkbox"/> Per hour <input type="checkbox"/> Per Year <input type="checkbox"/> Other: _____	Start Date: <u>8-3-20</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.

went from part time to full time