

**RED RIVER PARISHWIDE FIRE PROTECTION DISTRICT**  
**Board of Commissioners**  
**Regular Meeting Minutes**  
**Monday, August 9, 2021 at 10:00 a.m.**

- I. **Call to order:** 10:00 a.m. by Shawn Beard
- II. **Roll Call:** Rachel Long conducted a roll call. The following persons were present: Bill Jones, Jamarly Jones, Shawn Beard, Bob Harris, Dan Cason, Jason Anderson and Mary Cobb. District 4 – Vacant.
- III. **Invocation:** Shawn Beard
- IV. **Pledge of Allegiance:** All
- V. **Motion to Approve Minutes for 6-14-21 and 7-12-21(No Quorum):** Dan Cason, 2<sup>nd</sup> Bill Jones. All in favor. Motion carried.
- VI. **Motion to Expand Agenda to Add Motion to Create Separate Checking Account for a Sinking Fund:** Roll Call Vote: Bill Jones – yea, Jamarly Jones – yea, Shawn Beard – yea, Bob Harris – yea, Dan Cason – yea, Jason Anderson – yea, Mary Cobb – yea. 7 yeas. Motion Carried.
- VII. **Motion to Approve Agenda:** Bill Jones, 2<sup>nd</sup> Bob Harris. All in favor. Motion Carried.
- VIII. **Old Business:**
- a) Cap for Annual Leave – The Civil Service Board implemented a policy to cap annual leave at 240 hours at the end of every year on 12/31/21. **Motion to Set Deadline to Use Any Annual Leave over 240 hours by 12/31/21 and to Pay the Firefighters over 240 hours as of 8/9/21 on 8/13/21:** Bill Jones, 2<sup>nd</sup> Jamarly Jones. All in favor. Motion Carried.
- b) Part-time Fire Chief Position – Discussion held about whether the position should be part-time or full-time. This matter was tabled until September 13, 2021.
- IX. **New Business:**
- a) **Motion to Create Separate Checking Account at Bank of Coushatta for Sinking Fund for Debt Service:** Dan Cason, 2<sup>nd</sup> Bill Jones. All in favor. Motion Carried.
- b) Ryan Todtenbier, CPA from Thomas, Cunningham, Broadway & Todtenbier, went over the District’s Financial Report for 2020. Mr. Todtenbier confirmed that the District would need to set up a sinking fund, but that all of the Board’s direct questions about the audit and work product that was done would be sent to Jennifer Hawkins, CPA, who performed the audit.
- c) **Motion to Adopt BOC Resolution 2021-003 to Adopt the Current Millage Rate (4.01 Mills):** Read aloud by Shawn Beard. Roll Call Vote: Bill Jones – yea, Jamarly Jones – **yea**, Shawn Beard – yea, Bob Harris – yea, Dan Cason – yea, Jason Anderson – **yea**, Mary Cobb – yea. 7 yeas. Motion Carried.

- d) **Motion to Adopt BOC Resolution 2021-003 to Adopt the Current Millage Rate (3.86 Mills):** Read aloud by Shawn Beard. Roll Call Vote: Bill Jones – yea, Jamar Jones – **yea**, Shawn Beard – yea, Bob Harris – yea, Dan Cason – yea, Jason Anderson – **yea**, Mary Cobb – yea. **7 yeas**. Motion Carried.
- e) **Motion to Approve and Pay Bills:** Jason Anderson, 2<sup>nd</sup> Mary Cobb. All in favor. Motion Carried.
- f) Financial report given by Kylie Shaw. Mrs. Shaw said the 2021 Budget will be amended to be within a 5% margin.
- g) Jeremy Neal, Fire Chief's Report:
  - i) Rutledge Plumbing coming to the station.
  - ii) The Board clarified that part-time firefighters could be used on any shift: A, B or C.
  - iii) The Chief's suburban will be taken to Red Giddings' (River City Rods and Customs) to be repaired.
  - iv) Discussed J. Neal's letter to the Board withdrawing his name for Fire Chief whether the position be full-time or part-time but will sit interim until someone is hired.
  - v) The District is expected to receive the 2% insurance rebate check from the Red River Parish Police Jury soon.
- h) Next Meeting Date: September 13, 2021 at 10:00 a.m.
- i) **Motion to Adjourn:** Bill Jones, 2<sup>nd</sup> Dan Cason.

Minutes recorded by: Rachel Long