

**LIVINGSTON PARISH FIRE PROTECTION DISTRICT #4
BOARD OF COMMISSIONERS**

9760 Florida Blvd, Walker LA 70785 (Headquarters)

October 21, 2024

Chairman Dugas called the Regular Board meeting of the Board of Commissioners to order at 6:00 p.m. The invocation was given by Mr. Blevins and the assembly recited the Pledge of Allegiance.

Chairman Dugas called the roll with the following members present: Mr. Joseph Blanchard, Mr. Darren Blevins, and Mr. Robert Dugas. Mr. Leslie Falks was absent. Deputy Chief Trey Jackson, Ms. Tasha Killcrease, Mr. Trey Sanders (late), Mr. Jay LeBlanc, Mr. Vincent Orlando, Mr. Fritz Embaugh, Mr. Brady Anderson, and several LPFPD4 members were also in attendance.

Chairman Dugas announced that public input would be accepted from any member of the audience wishing to address an agenda item. There was no public comment made.

Mr. Blanchard made the motion, seconded by Mr. Blevins, to adopt the minutes of the September 16, 2024 Public Hearing and Regular Board Meeting.

Ayes: Mr. Blanchard, Mr. Blevins, and Mr. Dugas
Nays: None
Abstain: None
Absent: Mr. Falks

Mr. Jay LeBlanc with Quality Engineering & Surveying, LLC presented several task orders:
Task Order 1 – Capital Programming Coordinator (Programming Coordinator duties as described in the executed MSA). A discussion was held.

Mr. Blevins made the motion, seconded by Mr. Blanchard, to authorize Chief Wascom to sign Task Order 1 – Capital Programming Coordinator with Quality Engineering & Surveying, LLC.

Ayes: Mr. Blanchard, Mr. Blevins, and Mr. Dugas
Nays: None
Abstain: None
Absent: Mr. Falks

Task Order 2 – Satsuma Station No. 11 (Civil and services associated with the construction of Satsuma Station (Station 11)). A discussion was held.

Mr. Blanchard made the motion, seconded by Mr. Blevins, to authorize Chief Wascom to sign Task Order 2 – Satsuma Station No. 11(Civil work) with Quality Engineering & Surveying, LLC.

Ayes: Mr. Blanchard, Mr. Blevins, and Mr. Dugas
Nays: None
Abstain: None
Absent: Mr. Falks

Mr. Fritz Embaugh with Plus One, LLC presented Task Order 1 (Station 11 plans) as well as the conceptual design of the site plan, floor plan, and front view for Satsuma Station (Station 11). A discussion was held on property setback and proposed site plan.

Mr. Blevins made the motion, seconded by Mr. Blanchard, to authorize Chief Wascom to sign Task Order 1 – Satsuma Station No. 11(prepare documents for permitting and construction) with Plus One, LLC.

Ayes: Mr. Blanchard, Mr. Blevins, and Mr. Dugas
 Nays: None
 Abstain: None
 Absent: Mr. Falks

Mr. Vincent Orlando with Quality Engineering & Surveying, LLC updated the Board on his meeting with the parish on setbacks and drainage ordinances. Mr. Orlando advised the first step is to update the agreement with the neighboring property of Station 11 and submit a request for a setback variance with the Livingston Parish Council. Mr. Orlando also advised the drainage ordinances have changed and the detention pond size will have to increase. A discussion was held on the detention and setback options.

Mr. Jay LeBlanc with Quality Engineering & Surveying, LLC presented: Task Order 3 – Station No. 7 Topographic and Boundary Survey (Survey services associated with the remodel construction of Station No. 7). A discussion was held.

Mr. Blanchard made the motion, seconded by Mr. Blevins, to authorize Chief Wascom to sign Task Order 3 – Station No. 7 Topographic and Boundary Survey (Survey services associated with the remodel construction of Station No. 7) with Quality Engineering & Surveying, LLC.

Ayes: Mr. Blanchard, Mr. Blevins, and Mr. Dugas
 Nays: None
 Abstain: None
 Absent: Mr. Falks

Mr. Trey Sanders with Hannis T. Bourgeois, LLP joined the meeting during Engineer's Report. He reviewed the September 2024 Financial Report along with the Board Members. The Financial Report includes Balance Sheet for assets as well as liabilities and fund balance, Statement of Income, Budget to Actual, and General Fixed Assets.

There being no old business to discuss, the Board moved on to new business.

Chairman Dugas announced the Board would need to call for a public hearing for the 2024 amended budget and 2025 proposed budget.

Mr. Blanchard made the motion, seconded by Mr. Blevins, to call for a public hearing on the 2024 amended budget and 2025 proposed budget to be held at 6:00 p.m. on November 18, 2024; with the regular board meeting to immediately follow.

Ayes: Mr. Blanchard, Mr. Blevins, and Mr. Dugas
 Nays: None
 Abstain: None
 Absent: Mr. Falks

There being no further new business to discuss, the Board moved on to Chief's and Commissioner's reports.


There being no further new business, the board moved on to Chief's and Commissioner's reports.

- Deputy Chief Jackson presented the response statistics for LPFPD4's total of 582 calls in March.
- Training/Safety Officer Keesler Fly gave the 2024 second quarter training report.
- Chief of Maintenance Blake Gilmore gave the 2024 second quarter maintenance report.
- Fire Prevention Officer Matthew Gallman gave the 2024 second quarter fire prevention report.

A copy of all reports were reviewed via dropbox by the members of the Board.

There being no further business before the board, Mr. Blevins made the motion, seconded by Mr. Blanchard to adjourn at 6:58 p.m.

Ayes: Mr. Blanchard, Mr. Blevins, and Mr. Dugas
Nays: None
Abstain: None
Absent: Mr. Falks



Robert Dugas, Chairman