



Kenneth P. Himel, Jr.
Fire Chief

BAYOU CANE FIRE PROTECTION DISTRICT

6166 WEST MAIN STREET · HOUMA, LA 70360



ADMINISTRATIVE DIVISION

MINUTES

REGULAR BOARD MEETING

May 13, 2019

The Board of Commissioners of Bayou Cane Fire Protection District of the Parish of Terrebonne, State of Louisiana, met at the main station on Monday, May 13, 2019, at 11:30 a.m.

Mr. Nicholas Hebert called the meeting to order at 11:30 a.m. Upon roll call by Ms. Sonja Labat, the following Commissioners were present: Robert Page, Nicholas Hebert, Travis Gravois, Suzanne Carlos and Kellie Graffagnino arriving at 11:42. The following Commissioners were absent: Ed Lawson. Others in attendance were Chief Himel, Chief Hill, Brian Boudreaux, Kay Hebert, Sonja Labat, Danna Schwab, Greg Boudreaux, Michael Palmer, Jessica Palmer, Adam Schmitt, Mike Delaune and Mary Delaune.

It was motioned by Robert Page, seconded by Travis Gravois, to approve the minutes of the April 8, 2019. Motion passed.

No one from the Public addressed the Board.

Chief Hill discussed the contract with ADG Engineers to provide services for the generator replacement. There are language changes that need to be made to the contract as advised by legal. The district budgeted \$75,000 for the generator project. The generator is on state contract and the cost of the management of the project falls within the state contract guidelines. It was motioned by Suzanne Carlos, seconded by Robert Page to approve the pending contract with ADG after approved by legal and to authorize the Chairman to sign on behalf of the board. Motion passed. The company is insured and expects to have the project completed in two to three months. The current generator is not working and is 17 years old. The generator will be surplus if there is no need for it at another fire department or TPCG as an "as is" donation.

Chief Himel discussed the purchase of fire hose. The department budgeted \$10,000 for fire hose. The first half of the fire hose will be ordered from Ferrara Fire Apparatus at a cost of \$9,924.00. It was motioned by Travis Gravois, seconded by Robert Page to order the first half of the fire hose from Ferrara Fire Apparatus. Motion passed.

Chief Himel discussed the district web site. The Chief plans to contact other entities for upgrades to the website in order to make the website more user friendly.

The signature card for the district CD's needs to be updated. It was motioned by Robert Page, seconded by Kellie Graffagnino to remove the following signatures: Jeff Teuton, Kenneth Wright, Joseph Malbrough and Leslie Jones. Motion passed. It was motioned by Travis Gravois, seconded by Kellie Graffagnino to add the following signatures: Ken Himel, Robert Page and Nicholas Hebert. Motion passed.

Chief Himel discussed the Fire Chief's report. There were 6 project permit requests. There were 143 calls in the month of April and 552 year to date calls.

Chief Himel swore in two Fire Prevention Officers, Michael Palmer and Mike Delaune.



BAYOU CANE FIRE PROTECTION DISTRICT
6166 WEST MAIN STREET · HOUMA, LA 70360



ADMINISTRATIVE DIVISION

Kenneth P. Himel, Jr.
Fire Chief

It was motioned by Robert Page, seconded by Travis Gravois, to approve the April financials. Motion passed.

There were no board member comments.

A motion was offered by Robert Page, seconded by Kellie Graffagnino to adjourn the meeting at 11:58 am. Motion passed. The next regular scheduled meeting is June 10, 2019 at 11:30 am.

Travis Gravois, Secretary

Sonja Labat, Accountant