



FIRE CHIEF J.T. WALLACE, JR.

**BENTON FIRE DISTRICT 4**

**PUBLIC MEETING**

**OCTOBER 18, 2022 MINUTES**

**TIME OF MEETING – 3:00 PM**

**AGENDA**

**CALL TO ORDER:** Chairman Barnette called the regular scheduled public meeting of the Board of Commissioners to order. Chief Turner called roll as follows:

**ROLL CALL:** Board members **PRESENT** – Johnny Barnette, Sammy Halphen, Stephanie Collier

Board members **ABSENT** – Jason McGinty, Jay Valentine

Others **PRESENT** – Fire Chief JT Wallace Jr., Tim Turner, Chris Faulk, and Jacob Maddox

The public meeting was held in the Board Room of the Bossier Parish EMS and Fire Complex, located at 5275 Swan Lake Road, Bossier City, Louisiana 71111.

**INVOCATION:** The invocation was given by Johnny Barnette

**APPROVAL OF MINUTES FROM THE SEPTEMBER 20, 2022 BOC MEETING**

*Questions/Discussion about BOC minutes from September 20, 2022 --- NONE*

**MOTION** was made by STEPHANIE COLLIER and seconded by SAMMY HALPHEN to accept and approve the written minutes for the meeting held on September 20, 2022. Chairman Barnette called for public comment; there being none, vote was taken and the motion carried unanimously.



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APPROVAL OF THE FINANCIALS THROUGH OCTOBER 14, 2022

*Questions/Discussion about Financials through October 14, 2022: ---- NONE*

**MOTION** was made by STEPHANIE COLLIER and seconded by SAMMY HALPHEN to approve of the financials through October 14, 2022. Chairman Barnette called for public comment; there being none, vote was taken and the motion carried unanimously

OLD BUSINESS

UPDATE: STATION 3 CONSTRUCTION

*Chief Wallace reported that construction should start soon, a flood elevation certificate had to be obtained prior to beginning construction. The certificate was received and a preconstruction meeting was held. (The outline of the preconstruction meeting was included in the board packet)*

UPDATE: SCBA PURCHASE

*Chief Wallace reported that almost all of the new SCBAs have been received, we are still waiting on the large masks to put all of the SCBA in service. The mask should arrive within the next couple of weeks.*

UPDATE: FIRE PREVENTION BUREAU

*Chief Wallace reported that the district plans to begin working to establish the newly recognized Fire Prevention Bureau in January 2023. Chris Faulk will begin this work; he is currently the only employee with all of the necessary qualifications.*



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## **NEW BUSINESS**

### **INTRODUCE PROPOSED 2023 BUDGET**

*The board was presented with a proposed 2023 to review. Sammy Halphen asked about the IT budget increase. Chief Turner informed the board that the reason for the increase was to begin replacing the computers for the apparatus. The plan moving forward is to buy 1 or 2 new computers every other year until all of the computers are replaced. Chief Turner informed the board that no action on the proposed budget is necessary at this time. In the November BOC meeting the board will vote to advertise the Proposed 2023 budget, after it is advertised, the board will vote to approve and adopt the 2023 proposed budget in the December meeting held on December 13, 2023.*

### **DISCUSS PAY SCALE ADJUSTMENT**

*Chief Wallace informed the board that the district would like to adjust the pay scale in December. The adjustment would add two to three percent to base pay. Chief Turner informed the board that the cost associated with the pay scale adjustment is included in the 2023 proposed budget. Chief Turner stated that no action is necessary at this time. The pay scale adjustment would be presented again in the November meeting and if agreed, approved at that time.*

### **NEW HIRE 2023**

*Chief Wallace informed the board that at this time there is one opening for a firefighter that will be filled in January. When the Fire Prevention Bureau is formed there will be a need for an additional firefighter to maintain minimum staffing levels. Chief Turner informed the board that the cost of the additional firefighter(s) is included in the 2023 proposed budget. No action is necessary from the board at this time. The board will be informed when this process takes place.*

## **ADJOURNMENT**

**MOTION** was made by SAMMY HALPHEN and seconded by STEPHANIE COLLIER to adjourn. Chairman Barnette called for public comment. There being none, vote was taken and the motion carried unanimously.