



FIRE CHIEF J.T. WALLACE, JR.

**BENTON FIRE DISTRICT 4
NOVEMBER 20, 2018 BOC MINUTES**

**BOARD OF COMMISSIONERS MEETING
TIME OF MEETING 3:00 PM**

Johnny Barnette called the regular scheduled public meeting of the Board of Commissioners to order. Chief Turner called roll as follows: Board members **PRESENT** as follows Johnny Barnette, Stephanie Collier, and Marvin Myers. **ABSENT** - John Whittington and Jeff Wyatt. Fire Chief JT Wallace Jr., Tim Turner, Hurmon Gibson, and Mark Waniewski from PMI Resources were also present. There were no members of the public present for the meeting. The meeting was held in the Board Room of the Bossier Parish EMS and Fire Complex, 5275 Swan Lake Road, Bossier City, Louisiana. The invocation was given by Johnny Barnette.

APPROVAL OF MINUTES FOR THE OCTOBER 16, 2018 BOARD MEETING

- *OCTOBER 16, 2018 BOC Minutes questions/discussion: -----NONE*

MOTION was made by STEPHANIE COLLIER and seconded by MARVIN MYERS to accept the written minutes for the board meeting held on October 16, 2018. The Chairman called for public comment; there being none, vote was taken and the motion carried unanimously.

APPROVAL OF FINANCIALS AS OF NOVEMBER 16, 2018

- *Questions/Discussion about Financials through November 16, 2018: ----- NONE*

MOTION was made by MARVIN MYERS and seconded by STEPHANIE COLLIER to approve the written Financial Reports as of November 16, 2018. The Chairman called for public comment; there being none, vote was taken and the motion carried unanimously.

OLD BUSINESS

Chief informed the board that the annual Christmas party will be held on December 6, 2018 at 6 PM.

NEW BUSINESS

INTRODUCE 2019 BUDGET FOR REVIEW AND ADVERTISE THE FOLLOWING

A **Public Hearing will be held on December 11, 2018 at 3:00 P.M.** to discuss the proposed **2019 budget** for Benton Fire District No. 4. The Board of Commissioners will vote on the proposed budget at the open meeting immediately following the Public Hearing. The Hearing/Meeting will be held in the Conference Room at the Bossier Parish EMS/Fire Training Complex located at 5275 Swan Lake Road, Bossier City, Louisiana. The public is invited to attend. The 2019 proposed budget is now available for public inspection at this location or it may be viewed by visiting bentonfire.org and clicking on the public information tab.



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MOTION was made by STEPHANIE COLLIER and seconded by MARVIN MYERS to approve and advertise the 2019 Budget for review. The Chairman called for public comment; there being none, vote was taken and the motion carried unanimously.

DECLARE SURPLUS (TRAILER) / MAKE ACT OF DONATION

Chief Wallace informed the board that we have an old trailer that is not being used. The Northwest Louisiana Council of Government can use the trailer to display deterrents for drinking and driving throughout north Louisiana. Chief informed the board we could no longer use the trailer and the district as well as the parish would benefit from donating the trailer.

MOTION was made MARVIN MYERS and seconded by STEPHANIE COLLIER to declare the trailer surplus and donate the trailer to the Northwest Louisiana Council of Government. The Chairman called for public comment; there being none, vote was taken and the motion carried unanimously.

PAY SCALE(S)

Mark Waniewski from PMI Resources informed the board that during the December board meeting the district will present several resolutions regarding compensation protocols as well as new pay scales for district employees. The new pay scales are necessary to move away from the individual pay scales, which the district is using at this time. The new pay scales are already figured into the 2019 budget and will not cause the district to incur any additional cost.

DISCIPLINARY ACTION

Chief Wallace informed the board that disciplinary action was taken against a district employee. At present, the appeal process timeline has not passed so no details may be provided. The employee was given 10 shifts off without pay and upon returning to work he will report to the office for up to one month for remedial training. Chief stated that he would update the board when the time is appropriate to do so.

TRANSFER FUNDS FROM RRB CD INTO RRB OPERATING ACCOUNT

Chief Turner informed the board that funds needed to be moved to cover expenditures for the remainder of the year. The district has not yet amended the 2018 budget, board members were provided with potential amendments to the 2018 budget so the transferred funds could be allocated for 2018 expenditures. The amount of transfer is \$110,000.00. The 2018 budget will be amended at the December 11th board meeting.

MOTION was made by STEPHANIE COLLIER and seconded by MARVIN MYERS to transfer \$110,000.00 from the RRB CD and move into the RRB operating account. The Chairman called for public comment. There being none, vote was taken and the motion carried unanimously.

ADJOURNMENT

MOTION was made by STEPHANIE COLLIER and seconded by MARVIN MYERS to adjourn. The Chairman called for public comment. There being none, vote was taken and the motion carried unanimously.