



BENTON FIRE DISTRICT NO. 4

Protecting the lives and property of our community

BENTON FIRE DISTRICT 4
Board of Commissioners Meeting

Time of Meeting - 3:00pm
December 12, 2017 Board Meeting Minutes

Chairman Johnny Barnette opened a **PUBLIC HEARING** to discuss adoption of the 2018 Proposed Budget. The PUBLIC HEARING was advertised in the paper on November 29th. There were no citizens present to ask questions about the 2018 budget. Chairman Barnette called for a motion to adjourn from the PUBLIC HEARING.

MOTION was made by Marvin Myers and Seconded by Jerry Bordelon to adjourn from the PUBLIC HEARING. The Chairman called for public comment. There being none, vote was taken and the motion carried unanimously.

Immediately after closing the PUBLIC HEARING, Chairman Johnny Barnette called the regular scheduled public meeting of the Board of Commissioners to order. Tim Turner called roll as follows: Board members Johnny Barnette, Jerry Bordelon, and Marvin Myers – All Present, Bob Robinson and Jeff Wyatt - Absent. Fire Chief JT Wallace Jr., Hurmon Gibson, Tim Turner, Jacob Maddox, and John Whittington (New board member starting term in January 2018) were also present. The hearing 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 Hurmon Gibson.

MOTION was made by Jerry Bordelon and seconded by Marvin Myers to accept the written minutes for the board meeting held on October 17, 2017. (There was no meeting in November due to lack of Quorum) The Chairman called for public comment; there being none, vote was taken and the motion carried unanimously.

MOTION was made by Marvin Myers and seconded by Jerry Bordelon to approve the written Financial Reports through December 8, 2017. The Chairman called for public comment; there being none, vote was taken and the motion carried unanimously.

- Marvin Myers asked why Contract Services was so high; Tim Turner responded that the amount was high because of the new mechanic wages, the cancer study, and the lawn services. Tim Turner also stated that the contract services would not be that high next year.

5275 Swan Lake Road
Bossier City LA 71111
(318)965-9454
www.bentonfire.org



BENTON FIRE DISTRICT NO. 4

Protecting the lives and property of our community

OLD BUSINESS

Chief Wallace informed the board that there was not anything to report on the Civil Service Appeal hearing for Jonathan Craft. We are still waiting on the courts.

Chief Wallace informed the board that the Fire Rating was complete and we are waiting on news from PIAL. Chief Wallace said that he has been through many ratings and he feels very confident that we did well, that the fire department has improved – no matter what the results of the rating are.

Chief Wallace informed the Board that Jeff Wyatt has been reappointed as a board member and John Whittington will be the new board member replacing Bob Robinson beginning in 2018.

NEW BUSINESS

MOTION was made by Marvin Myers and seconded by Jerry Bordelon to amend the 2017 budget in the categories that follow.

Account	Budgeted	Actual	Remainder of Year	Total
IT Equipment	4,000.00	4,759.00	0.00	4,759.00
IT Hosting	16,000.00	16,877.00	1,123.00	18,000.00
Wages	1,940,000.00	1,961,882.00	113,118.00	2,075,000.00
Contract Services	15,000.00	64,489.00	1,011.00	65,500.00
Association Dues	1,200.00	1,886.00	0.00	1,886.00
Training	8,000.00	12,388.00	76.00	12,464.00
Fire Prevention	3,000.00	3,181.00	0.00	3,181.00
Audit/Accounting	7,900.00	9,243.00	757.00	10,000.00
Utilities	27,000.00	26,740.00	2,460.00	29,200.00
Telephone	6,600.00	10,491.00	1,509.00	12,000.00
Building Lease	1,500.00	1,881.00	119.00	2,000.00
Fuel	23,000.00	27,339.00	4,661.00	32,000.00
Admin Expense	7,000.00	11,142.00	1,358.00	12,500.00
Station Supplies	7,000.00	9,140.00	860.00	10,000.00

5275 Swan Lake Road
Bossier City LA 71111
(318)965-9454
www.bentonfire.org



BENTON FIRE DISTRICT NO. 4

Protecting the lives and property of our community

Rescue Supplies	3,000.00	5,167.00	833.00	6,000.00
Appartus Main	50,000.00	50,019.00	4,981.00	55,000.00
Breathing Air Main	4,000.00	6,022.00	78.00	6,100.00
Building Renovation	60,000.00	74,539.00	1,461.00	76,000.00
Uniforms PPE	25,000.00	24,790.00	1,710.00	26,500.00
Payroll Expenses	38,000.00	39,161.00	2,839.00	42,000.00
Station Equip	4,000.00	4,559.00	441.00	5,000.00
New Equip	7,000.00	11,629.00	371.00	12,000.00
Miscellaneous	0.00	471.00	29.00	500.00

The Chairman called for public comment; there being none, vote was taken and the motion carried unanimously.

MOTION for a Resolution to adopt the 2018 Budget was offered by Marvin Myers and seconded by Jerry Bordelon.

REVENUE	2017 AMENDED BUDGET	2018 OPERATING BUDGET	% CHANGE
01- 111 Taxes	3,147,451.00	3,330,000.00	6.0%
01-340 Insurance Rebate	95,859.00	99,846.00	4.0%
01-611 Investment Income	1,492.00	2,500.00	68.0%
01- 617 Miscellaneous Revenue	48,651.00	50,000.00	3.0%
Surplus Funds	250,000.00	0.00	-100.0%
Total Revenues	3,543,453.00	3,482,346.00	-2.0%
EXPENDITURES			
22171.6 · IT Equipment Purchased	4,759.00	2,000.00	-58.0%
22127.2 · IT Hosting / support	18,000.00	18,450.00	2.0%

5275 Swan Lake Road
 Bossier City LA 71111
 (318)965-9454
 www.bentonfire.org



BENTON FIRE DISTRICT NO. 4

Protecting the lives and property of our community

19556.1 · Pension Fund	99,410.00	99,500.00	0.0%
22111 · Wages	2,075,000.00	2,140,000.00	3.0%
22112 · Contract Services	65,500.00	15,000.00	-77.0%
22114.1 · Association Dues	1,886.00	2,000.00	6.0%
22114.2 · Training	12,464.00	9,000.00	-28.0%
22114.3 · Fire Prevention	3,181.00	3,000.00	-6.0%
22115.1 · Audit and Accounting	10,000.00	10,500.00	5.0%
22123 · Utilities	29,200.00	30,000.00	3.0%
22124 · Telephone	12,000.00	11,000.00	-8.0%
22126 · Building Lease	2,000.00	2,500.00	25.0%
22127 · Building Maintenance	4,000.00	7,500.00	88.0%
22127.1 · Maintenance Support	400.00	1,000.00	150.0%
22128 · Insurance	400,000.00	405,000.00	1.0%
22130 · Travel	303.00	500.00	65.0%
22134 · Fuel	32,000.00	28,000.00	-13.0%
22135.1 · Administration Expense	12,500.00	7,000.00	-44.0%
22135.2 · Office Supplies	2,000.00	2,500.00	25.0%
22135.3 · Station Supplies	10,000.00	7,000.00	-30.0%
22135.4 · Rescue Supplies	6,000.00	3,000.00	-50.0%
22135.6 · Fire Supplies	1,900.00	4,000.00	111.0%
22137.1 · Apparatus Maintenance	55,000.00	55,000.00	0.0%
22137.2 · Radio/Pager Maintenance	1,400.00	1,000.00	-29.0%
22137.3 · Breathing Air Maintenance	6,100.00	5,500.00	-10.0%
22137.4 · Equipment Maintenance	7,000.00	6,000.00	-14.0%
22137.6 · Building Renovation	76,000.00	0.00	-100.0%
22138 · Uniforms/Protective Clothing	26,500.00	25,000.00	-6.0%

5275 Swan Lake Road
 Bossier City LA 71111
 (318)965-9454
www.bentonfire.org



BENTON FIRE DISTRICT NO. 4

Protecting the lives and property of our community

22165 · Tax Assr. & Collector Expense	0.00	700.00	100.0%
22166 · Property Damage	0.00	500.00	100.0%
22167.0 · Payroll Expenses	42,000.00	38,000.00	-10.0%
22167.2 · Firefighter Retirement Expense	508,000.00	530,000.00	4.0%
22171.2 · Communication Equipment	0.00	1,000.00	100.0%
22171.3 · Office Equipment Purchased	500.00	1,000.00	100.0%
22171.4 · Station Equipment purchased	5,000.00	4,000.00	-20.0%
22181 · Engineer & Architect Fees	0.00	0.00	0.0%
22185 · New Equipment-Capital Outlay	12,000.00	4,500.00	-63.0%
60 · Reimburse Caddo Fire Dist. 7	950.00	950.00	0.0%
6240 · Miscellaneous	500.00	746.00	49.0%
Total Expenditures	3,543,453.00	3,482,346.00	-2.0%

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Jerry Bordelon, Johnny Barnette, Marvin Myers

NAYS: NONE

ABSENT: Bob Robinson, Jeff Wyatt

The Chairman called for public comment; there being none, vote was taken and the motion carried unanimously.

BE IT RESOLVED, the following budget for the year 2018 is declared adopted on December 12, 2017, by the Board of Commissioners.

MOTION was made by Marvin Myers and seconded by Jerry Bordelon to approve the Internal Personnel Action Form for Bruce Branch Jr. (Annual Raise)

MOTION was made by Marvin Myers and seconded by Jerry Bordelon to adjourn. The Chairman called for public comment. There being none, vote was taken and the motion carried unanimously.

Tim Turner

Johnny Barnette, Chairman

5275 Swan Lake Road
 Bossier City LA 71111
 (318)965-9454
 www.bentonfire.org