



FIRE CHIEF J.T. WALLACE, JR.

BENTON FIRE DISTRICT 4**BOARD OF COMMISSIONERS MEETING****MAY 22, 2018 BOC MINUTES****TIME OF MEETING 3:00 PM – END TIME 3:41 PM**

Johnny Barnette called the regular scheduled public meeting of the Board of Commissioners to order. Chief Turner called roll as follows: Board members Johnny Barnette, John Whittington, Marvin Myers – PRESENT; Stephanie Collier and Jeff Wyatt - ABSENT. Fire Chief JT Wallace Jr., Hurmon Gibson, Tim Turner, Jacob Maddox, and Vickie Case 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 Hurmon Gibson.

APPROVAL OF MINUTES FOR APRIL 17, 2018 BOARD MEETING

- *April 17, 2018 BOC Minutes questions/discussion: -----NONE*

MOTION was made by MARVIN MYERS and seconded by JOHN WHITTINGTON to accept the written minutes for the board meeting held on April 17, 2018. The Chairman called for public comment; there being none, vote was taken and the motion carried unanimously.

APPROVAL OF FINANCIALS AS OF May 11, 2018

- *Questions/Discussion about Financials through May 11, 2018: Marvin Myers asked if there were any expenses that were out of the ordinary. Chief Wallace stated that the only unusual expense was from LWCC and it is listed on the agenda to discuss under new business.*

MOTION was made MARVIN MYERS and seconded by JOHN WHITTINGTON to approve the written Financial Reports as of May 11, 2018. The Chairman called for public comment; there being none, vote was taken and the motion carried unanimously.

OLD BUSINESS

Civil Service Appeal Update: Chief Wallace informed the board that the judge ruled in favor of the Fire Department and this matter is over for now. Marvin Myers asked if it was complete. Chief informed the board that is complete unless an appeal is filed in a higher court.

PIAL Update on Service Trucks for Stations 4 and 5: Chief informed the board that all equipment for the service trucks has been delivered and placed on the service trucks. PIAL will be conducting a site visit within the next 2 weeks and the Fire Rating will be a class 3.



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NEW BUSINESS

Audit Exit Meeting: Vickie Case, from Cook & Moorehart, presented booklet/handouts containing the results of the 2018 audit. Ms. Case began with audit findings and stated that the district had 1 Finding for the year ended December 31, 2017 in regards to budget adoption. The district did not properly advertise the 2017 Budget. Ms. Case recommended that procedures be implemented to ensure that all provisions of the Local Government Budget Act are complied with in the future. Chief Turner stated that this finding has already been corrected. Ms. Case stated that the district needed to focus on the budget and watch it closely as there are very little reserves. Ms. Case discussed the pension fund and how it reflects negatively on the financials, and stated that there is nothing that could be done to change it and that it looks that way on almost all financial reports. Ms. Case discussed that even though the district had little in reserves; the district had no debt, and stated that is a good thing. Ms. Case briefly discussed the new audit procedures and stated that an exception is not a finding. Ms. Case stated that the procedures were already under review and there may be changes to them in the future. Ms. Case asked if the board members had any questions. Marvin Myers asked about the budgetary process and how the district should go about maintaining the budget. Ms. Case stated again to watch the budget closely and stay on budget for the remainder of the year.

LWCC payment: Chief Turner informed the board that through an audit of the payroll LWCC has determined that BFD4 underpaid last year and this year. BFD4 has received a bill for the difference totaling over \$120,000.00. John Whittington stated that this is a common practice that a lot of businesses must deal with increases from time to time. Chief Turner stated that the increase will be included in future budgets and amendments will need to be made to the current budget with the intent of staying on budget this year.

Adopt a resolution levying the ad valorem property tax millage rate for the year of 2018: Johnny Barnette read resolution 2018-004 aloud as follows: RESOLUTION # 2018-004

BE IT RESOLVED, that the following millage(s) are hereby levied on the 2018 tax roll on all property subject to taxation by Benton Fire District No 4:

Operation and Maintenance Fund (Key # 1026042)	<u>MILLAGE</u> 20.00 mills
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BE IT FURTHER RESOLVED that the proper administrative officials of the Parish of Bossier, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2018, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

MOTION was made MARVIN MYERS and seconded by JOHN WHITTINGTON to approve adoption of resolution 2018-004 levying the ad valorem property tax millage rate of 20.00 mills for the year of 2018. The Chairman called for public comment; there being none vote was taken and the motion carried unanimously.



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The resolution was adopted by the following votes:

	YEAS	NAYS	ABSTAINED	ABSENT
JOHNNY BARNETTE	<u>X</u>	_____	_____	_____
STEPHANIE COLLIER	_____	_____	_____	<u>X</u>
MARVIN MYERS	<u>X</u>	_____	_____	_____
JEFF WYATT	_____	_____	_____	<u>X</u>
JOHN WHITTINGTON	<u>X</u>	_____	_____	_____

After board approval; Board Chairman Johnny Barnette signed the affidavit confirming that all requirements for millage adoption were completed before a notary public.

Add/Remove Signatories: Chief Turner informed the board that Jerry Bordelon needed to be removed from the authorized signatories list. Stephanie Collier and John Whittington needed to be added to the list of authorized signatories for Red River Bank and First National Bank of Benton.

MOTION was made MARVIN MYERS and seconded by JOHN WHITTINGTON to remove Jerry Bordelon and add Stephanie Collier and to the authorized signatories for First National Bank of Benton and Red River Bank. The Chairman called for public comment; there being none, vote was taken and the motion carried unanimously.

MOTION was made MARVIN MYERS and seconded by JOHN WHITTINGTON to add John Whittington to the authorized signatories for First National Bank of Benton and Red River Bank. The Chairman called for public comment; there being none, vote was taken and the motion carried unanimously.

PA Forms – Davis (Retirement), Moulton (New Hire):

MOTION was made MARVIN MYERS and seconded by JOHN WHITTINGTON to approve the Civil Service/Internal PA Forms. The Chairman called for public comment; there being none, vote was taken and the motion carried unanimously.

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