



FIRE CHIEF J.T. WALLACE, JR.

BENTON FIRE DISTRICT 4

BOARD OF COMMISSIONERS MEETING

AUGUST 17, 2021 BOC MINUTES

TIME OF MEETING – 3:00 PM

AGENDA

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

ROLL CALL: Board members PRESENT – Johnny Barnette, Sammy Halphen, Stephanie Collier, and Jay Valentine

Board members ABSENT – Jason McGinty

Others PRESENT – Fire Chief JT Wallace Jr., Tim Turner, Jacob Maddox, Hurmon Gibson

There were no members of the public in attendance

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

INVOCATION: The invocation was given by Jay Valentine

APPROVAL OF MINUTES FROM THE JULY 20, 2021 PUBLIC MEETING

July 20, 2021 BOC Meeting Minutes questions/discussion: -----NONE

MOTION was made by SAMMY HALPHEN and seconded by JAY VALENTINE to accept the written minutes for the meeting held on July 20, 2021. The Chairman called for public comment; there being none, vote was taken and the motion carried unanimously.

OLD BUSINESS

NONE



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NEW BUSINESS

ADOPT RESOLUTION 2021-004 / NOTICE OF SPECIAL ELECTION

Resolution 2021-004 was read aloud by Tim Turner/Stephanie Collier in its entirety during the meeting. Each board member was provided a full copy of Resolution 2021-004 and the Notice of Election to be advertised 4 times, over 4 consecutive weeks, in the BFD4 official journal (Bossier Press Tribune). The advertisement of the Notice of Election in the Bossier Press Tribune will occur on:

*August 25, 2021
September 8, 2021*

*September 1, 2021
September 15, 2021*

The following is a copy of Resolution 2021-004 / Notice of Special Election as presented during the board meeting

The following resolution was offered by **STEPHANIE COLLIER** and seconded by **SAMMY HALPHEN**:

RESOLUTION NO. 2021-004

A resolution ordering and calling a special election to be held in Benton Fire District No. 4 of the Parish of Bossier, State of Louisiana, to authorize the levy of a special tax therein; making application to the State Bond Commission in connection therewith; and providing for other matters in connection therewith.

BE IT RESOLVED by the Board of Commissioners of Benton Fire District No. 4 of the Parish of Bossier, State of Louisiana (the "Governing Authority"), acting as the governing authority of Benton Fire District No. 4 of the Parish of Bossier, State of Louisiana (the "District"), that:

SECTION 1. Election Call. Subject to the approval of the State Bond Commission and the Bossier Parish Police Jury, and under the authority conferred by the Constitution of the State of Louisiana of 1974, including Article VI, Section 30 thereof, the applicable provisions of the Louisiana Election Code, and other constitutional and statutory authority, a special election is hereby called and ordered to be held in the District on SATURDAY, NOVEMBER 13, 2021, between the hours of seven o'clock (7:00) a.m. and eight o'clock (8:00) p.m., in accordance with the provisions of La. R.S. 18:541, and at the said election there shall be submitted to all registered voters qualified and entitled to vote at the said election under the Constitution and laws of this State and the Constitution of the United States, the following proposition, to-wit:



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PROPOSITION
(MILLAGE)

Shall Benton Fire District No. 4 of the Parish of Bossier, State of Louisiana (the "District"), be authorized to levy and collect a special tax of two (2) mills on all property subject to taxation in the District (an estimated \$389,000 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of fifteen (15) years, beginning with the year 2022 and ending with the year 2036, for the purpose of acquiring, constructing, improving, maintaining or operating fire protection and emergency medical service facilities, vehicles and equipment, including both movable and immovable property, that are to be used to provide fire protection and medical service in the District, including paying the cost of obtaining water for fire protection purposes and salaries of firemen, and all purposes incidental thereto?

SECTION 2. Publication of Notice of Election. A Notice of Special Election shall be published in the Bossier Press Tribune, a newspaper of general circulation within the District, published in Bossier City, Louisiana, and being the official journal of the District, once a week for four consecutive weeks, with the first publication to be made not less than forty-five (45) days nor more than ninety (90) days prior to the date of the election, which Notice shall be substantially in the form attached hereto as "Exhibit A" and incorporated herein by reference the same as if it were set forth herein in full. Notwithstanding the foregoing, prior to the publication of the Notice of Election, the Chairman is authorized and directed to make any amendments to the foregoing proposition that may be required to comply with any state or federal regulatory agencies.

SECTION 3. Canvass. This Governing Authority shall meet at its regular meeting place, the Bossier Parish EMS and Fire Complex Conference Room, 5275 Swan Lake Road, Bossier City, Louisiana on **TUESDAY, DECEMBER 21, 2021, at THREE O'CLOCK (3:00) P.M.**, and shall then and there in open and public session proceed to examine and canvass the returns and declare the result of the said special election.

SECTION 4. Polling Places. The polling places for the precincts set forth in the aforesaid Notice of Special Election are hereby designated as the polling places at which to hold the said election, and the Commissioners-in-Charge and Commissioners, respectively, will be the same persons as those designated in accordance with law.

SECTION 5. Election Commissioners; Voting Machines. The officers designated to serve as Commissioners-in-Charge and Commissioners pursuant to Section 4 hereof, or such substitutes therefor as may be selected and designated in accordance with La. R.S. 18:1287, shall hold the said special election as herein provided, and shall make due returns of said election for the meeting of the Governing Authority to be held as provided in Section 3 hereof. All registered voters in the District will be entitled to vote at the special election, and voting machines shall be used.



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SECTION 6. Authorization of Officers. The Secretary of the Governing Authority is hereby empowered, authorized and directed to arrange for and to furnish to said election officers in ample time for the holding of said election, the necessary equipment, forms and other paraphernalia essential to the proper holding of said election and the Chairman and/or Secretary of the Governing Authority are further authorized, empowered and directed to take any and all further action required by State and/or Federal law to arrange for the election.

SECTION 7. Furnishing Election Call to Election Officials. Certified copies of this resolution shall be forwarded to the Secretary of State, the Clerk of Court and Ex-Officio Parish Custodian of Voting Machines of Bossier Parish and the Registrar of Voters of Bossier Parish, as notification of the special election, in order that each may prepare for said election and perform their respective functions as required by law.

SECTION 8. Application to State Bond Commission. Application is made to the State Bond Commission for consent and authority to hold the special election as herein provided, and in the event said election carries for further consent and authority to levy and collect the special tax provided for therein. A certified copy of this resolution shall be forwarded to the State Bond Commission on behalf of this Governing Authority, together with a letter requesting the prompt consideration and approval of this application.

SECTION 9. Approval of Governing Authority of the Parish. Application is hereby made to the Police Jury of the Parish of Bossier, State of Louisiana, for consent and authority to hold the special election as herein provided, and in the event the election carries, for its further consent and authority to levy and collect the special tax provided for therein. A certified copy of this resolution shall be forwarded to the Police Jury of the Parish of Bossier on behalf of the District, together with a letter requesting the prompt consideration and approval of this application.

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

YEAS: JOHNNY BARNETTE, SAMMY HALPHEN, STEPHANIE COLLIER, JAY VALENTINE

NAYS: NONE

ABSENT: JASON MCGINTY

And the resolution was declared adopted on this, the 17th day of August, 2021.

/s/ Tim Turner / Secretary

/s/ Johnny Barnette / Chairman



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EXHIBIT "A"

NOTICE OF SPECIAL ELECTION

Pursuant to the provisions of a resolution adopted by the Board of Commissioners of Benton Fire District No. 4 of the Parish of Bossier, State of Louisiana (the "Governing Authority"), acting as the governing authority of Benton Fire District No. 4 of the Parish of Bossier, State of Louisiana (the "District"), on August 17, 2021, NOTICE IS HEREBY GIVEN that a special election will be held within the District on **SATURDAY, NOVEMBER 13, 2021**, and that at the said election there will be submitted to all registered voters in the District qualified and entitled to vote at the said election under the Constitution and Laws of the State of Louisiana and the Constitution of the United States, the following proposition, to-wit:

**PROPOSITION
(MILLAGE)**

Shall Benton Fire District No. 4 of the Parish of Bossier, State of Louisiana (the "District"), be authorized to levy and collect a special tax of two (2) mills on all property subject to taxation in the District (an estimated \$389,000 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of fifteen (15) years, beginning with the year 2022 and ending with the year 2036, for the purpose of acquiring, constructing, improving, maintaining or operating fire protection and emergency medical service facilities, vehicles and equipment, including both movable and immovable property, that are to be used to provide fire protection and medical service in the District, including paying the cost of obtaining water for fire protection purposes and salaries of firemen, and all purposes incidental thereto?

The said special election will be held at the polling places for the following precincts, which polls will open at seven o'clock (7:00) a.m. and close at eight o'clock (8:00) p.m., in accordance with the provisions of La. R.S. 18:541, to-wit:

PRECINCTS

- | | | |
|----------------|--------------|----------------|
| 02-01 | 02-06(PART) | 02-09(PART) |
| 02-18B | 02-18C | 02-18D |
| 02-18E-1 | 02-18E-2 | 02-18F |
| 02-21A(PART) | 02-21B(PART) | 02-21C-1(PART) |
| 02-21C-2(PART) | 02-22A-1 | 02-22A-2 |
| 02-22B | 02-22C | 03-04(PART) |
| 04-01A(PART) | 04-02(PART) | |



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The polling places for the precincts set forth above are hereby designated as the polling places at which to hold the said election, and the Commissioners-in-Charge and Commissioners, respectively, shall be those persons designated according to law.

The estimated cost of this election as determined by the Secretary of State based upon the provisions of Chapter 8-A of Title 18 and actual costs of similar elections is \$28,600.

Notice is further given that a portion of the monies collected from the tax described in the Proposition shall be remitted to certain state and statewide retirement systems in the manner required by law.

The said special election will be held in accordance with the applicable provisions of Chapter 5 and Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority, and the officers appointed to hold the said election, as provided in this Notice of Special Election, or such substitutes therefor as may be selected and designated in accordance with La. R.S. 18:1287, will make due returns thereof to said Governing Authority, and NOTICE IS HEREBY FURTHER GIVEN that the Governing Authority will meet at its regular meeting place, the Bossier Parish EMS and Fire Complex Conference Room, 5275 Swan Lake Road, Bossier City, Louisiana on **TUESDAY, DECEMBER 21, 2021, at THREE O'CLOCK (3:00) P.M.**, and shall then and there in open and public session proceed to examine and canvass the returns and declare the result of the said special election. All registered voters of the District are entitled to vote at said special election and voting machines will be used.

THUS DONE AND SIGNED at Bossier City, Louisiana, on this, the 17th day of August, 2021

ATTEST: /s/ Johnny Barnette
Chairman

/s/ Tim Turner
Secretary

STATE OF LOUISIANA
PARISH OF BOSSIER

I, the undersigned Secretary of the Board of Commissioners of Benton Fire District No. 4 of the Parish of Bossier, State of Louisiana (the "Governing Authority"), acting as the governing authority of Benton Fire District No. 4 of the Parish of Bossier, State of Louisiana (the "District"), do hereby certify that the foregoing pages constitute a true and correct copy of the proceedings taken by the Governing Authority on August 17, 2021, ordering and calling a special election to be held in the District to authorize the levy of a special tax therein; making application to the State Bond Commission and providing for other matters in connection therewith.

IN FAITH WHEREOF, witness my official signature at Bossier City, Louisiana, on this, the 17th day of August, 2021.

/s/ TIM TURNER
Secretary



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AMEND AGENDA TO INCLUDE APPROVAL OF CIVIL SERVICE PA FORMS

MOTION was made by SAMMY HALPHEN and seconded by STEPHANIE COLLIER to amend the agenda to include the approval of civil service personnel action forms. The Chairman called for public comment. There being none, vote was taken and the motion carried unanimously.

APPROVE CIVIL SERVICE/INTERNAL PA FORMS

Chief Turner provided the board with copies of the Civil Service PA forms.

- *Koy Collier: End working test period*
- *Corey Pippenger: Terminate extended sick leave*

MOTION was made by JAY VALENTINE and seconded by STEPHANIE COLLIER to approve and for the chairman to sign the civil service personnel action forms. The Chairman called for public comment. There being none, vote was taken and the motion carried unanimously.

ADJOURNMENT

Chairman Johnny Barnette asked the board if any other business or topics needed to be discussed. ----- NONE

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