



FIRE CHIEF J.T. WALLACE, JR.

**BENTON FIRE DISTRICT 4**

**PUBLIC MEETING**

**NOVEMBER 15, 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, Jason McGinty, Jay Valentine

Board members **ABSENT** – None

Others **PRESENT** –Tim Turner, Chris Faulk, and Hurmon Gibson

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 Jay Valentine

**APPROVAL OF MINUTES FROM THE OCTOBER 18, 2022 BOC MEETING**

*Questions/Discussion about BOC minutes from October 18, 2022 --- NONE*

**MOTION** was made by JAY VALENTINE and seconded by SAMMY HALPHEN to accept and approve the written minutes for the meeting held on October 18, 2022. Chairman Barnette called for public comment; there being none, vote was taken and the motion carried unanimously.

**APPROVAL OF THE FINANCIALS THROUGH NOVEMBER 11, 2022**

*Questions/Discussion about Financials through November 11, 2022: ---- NONE*

**MOTION** was made by STEPHANIE COLLIER and seconded by SAMMY HALPHEN to approve of the financials through November 11, 2022. Chairman Barnette called for public comment; there being none, vote was taken and the motion carried unanimously



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## **OLD BUSINESS**

### **UPDATE: STATION 3 CONSTRUCTION**

*Chief Turner reported that the process has begun, contractors are prepping the dirt for the foundation.*

### **UPDATE: SCBA PURCHASE**

*Chief Turner reported that all of the new SCBA are in service at this time. There are 11 large masks that are on back order that should arrive soon. Upon arrival of the new masks the order will be complete.*

### **UPDATE: PIAL RATING**

*Chief Turner reported that the district has almost completed the rating process and should know the results in three to four weeks. At the time of this meeting, there have been no issues found or reported by the PIAL representative.*

## **NEW BUSINESS**

### **PROPOSED 2023 BUDGET**

*The board was presented with the proposed 2023 budget along with the proposed amendments to the 2022 budget. Jay Valentine asked about the increase in the uniforms/protective clothing category for 2022. Chief Turner stated that the increase was due to purchasing several sets of bunker gear and purchasing new duty jackets for all of the employees.*

*Chief Turner informed the board that there will be a change on the proposed budget that will occur in 2023 to add an additional category for the revenue received from Fire Recovery USA when insurance claims are made for fire calls and the district is reimbursed for some of the costs through the insurance companies. Separating the revenue received from Fire Recovery USA from the miscellaneous revenue was suggested by the auditor. Chief Turner stated that the estimated revenue is included in the miscellaneous revenue listed in the 2023 proposed budget.*

*Chief Turner stated that a public hearing to discuss the proposed 2023 budget and the proposed 2022 budget amendments must be advertised in the official journal. After adjournment of the public hearing, a public meeting will be held to adopt the proposed 2023 budget and make amendments to the 2022 budget on December 13, 2022.*



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**MOTION** was made by JASON MCGINTY and seconded by STEPHANIE COLLIER to advertise a public hearing to be held on December 13, 2022 to discuss the proposed 2023 budget and 2022 budget amendments followed by a public meeting to adopt the proposed 2023 budget and amend the 2022 budget. Chairman Barnette called for public comment. There being none, vote was taken and the motion carried unanimously.

### 2022 BUDGET AMENDMENTS (DISCUSSION ONLY)

*A copy of the proposed amendments to the 2022 budget was included in the board packet for review. The 2022 budget will be amended during the public meeting following the adjournment of the public hearing to discuss the amendments on December 13, 2022.*

### PAY SCALE ADJUSTMENT

*During the October BOC meeting a proposed two to three percent pay scale adjustment was presented to the board for consideration if funds would allow for the increase in base pay. Sammy Halphen asked if the adjustment would be three percent and if the additional cost of increasing base pay was included in the proposed 2023 budget. Chief Turner stated that the cost of moving Chris Faulk to administration to start the Fire Prevention Bureau, promoting a firefighter to captain, hiring two firefighters to fill vacancies, and the additional cost of a three percent increase in base pay is included in the 2023 proposed budget. Chief Turner stated that if approved the three percent increase in base pay would be effective on the first pay period in December 2022.*

**MOTION** was made by SAMMY HALPHEN and seconded by JAY VALENTINE to approve a three percent pay scale adjustment to the base pay effective in December 2022. Chairman Barnette called for public comment. There being none, vote was taken and the motion carried unanimously.

### NEW HIRE 2023

*Chief Turner informed the board that there will be two firefighter vacancies that will need to be filled in January to maintain minimum staffing levels. No action is necessary from the board at this time. The board will be informed prior to the hiring of the new firefighters.*

### ADJOURNMENT

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