



FIRE CHIEF J.T. WALLACE, JR.

BENTON FIRE DISTRICT 4

PUBLIC MEETING MINUTES

OCTOBER 17, 2023 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** – Sammy Halphen, Stephanie Collier, and Jay Valentine, Johnny Barnette, Jason McGinty

Board members **ABSENT** – NONE

Others **PRESENT** – Chief Wallace, Tim Turner, Jonathan Davis, Hurmon Gibson, Jacob Maddox, Chris Faulk

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 Jonathan Davis

APPROVAL OF MINUTES FROM THE SEPTEMBER 19, 2023 BOC PUBLIC MEETING

Questions/Discussion about BOC public meeting minutes held on September 19, 2023---None

MOTION was made by JAY VALENTINE and seconded by SAMMY HALPHEN to accept and approve the written minutes for the BOC public meeting held on September 19, 2023. Chairman Barnette called for public comment; there being none, vote was taken and the motion carried unanimously.

APPROVAL OF THE FINANCIALS AS OF OCTOBER 13, 2023

Questions/Discussion about Financials through October 13, 2023: ---- None

MOTION was made by STEPHANIE COLLIER and seconded by SAMMY HALPHEN to approve of the financials through October 13, 2023. 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 Wallace reported that station 3 will be complete soon. Jonathan Davis reported that the exhaust system has been installed with the exception of the motor. The motor the district has is a three-phase motor, the building is single phase. A new motor has been ordered and after installation the exhaust system will be functional. The pad for the generator will be poured this week and the generator will be installed shortly after. Chief Wallace stated that within 2 weeks we will occupy the new building.

NEW BUSINESS

2024 BUDGET (DISCUSSION ONLY)

Chief Turner provided a copy of the preliminary 2024 budget and the projected 2023 budget amendments in the board packet for the board members to review. After review, the board will vote to accept and advertise the projected 2024 budget and 2023 budget amendments in the November board meeting. The 2024 budget/2023 amended budget will be adopted in the December board meeting.

PAY SCALE ADJUSTMENT

Chief Turner informed the board that adjusting the pay scale is necessary to increase the base pay of the firefighters in order to bring the starting pay within the range of other fire departments in the area. Two firefighters have resigned within the last month and accepted employment with fire districts offering higher wages. The pay scale adjustment will include a five percent adjustment in base pay for the firefighters and a two percent adjustment for officers and administration staff. The adjustment will also include increasing certification incentive pay. Currently the district offers twenty-five dollars per month for each of the following certifications – EMTB, Fire Instructor 1, Fire Instructor 2, Hazmat Tech, and Fire Officer 1. The adjustment will increase certification incentive pay to fifty dollars per month for each of the certifications listed and offer incentive pay for Fire Inspector 1 and CFI Investigator.

MOTION was made by JASON MCGINTY and seconded by STEPHANIE COLLIER to approve the pay scale adjustment of 5% for firefighters, 2% for officers and administration personnel, and increasing certification incentive pay effective on the first pay period in December 2023. Chairman Barnette called for public comment; there being none, vote was taken and the motion carried unanimously.



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NEW HIRE

Chief Wallace reported that 2 firefighters resigned within the last month. 2 firefighters have been hired to fill the vacancies created by the resignations. (Ryan Johnson and Joel Avery)

MOTION was made by SAMMY HALPHEN and seconded by JAY VALENTINE to hire the firefighter to fill the vacant positions. Chairman Barnette called for public comment; there being none, vote was taken and the motion carried unanimously.

CIVIL SERVICE/INTERNAL PERSONNEL ACTION FORM(S)

Board members were provided with the Internal/Civil Service PA form for Autry Lowry – Extended Sick Leave, Parker Atwood – Resignation, William Moulton – Resignation, Joel Avery – New Hire, and Ryan Johnson – New Hire

MOTION was made by JASON MCGINTY and seconded by STEPHANIE COLLIER to approve the Internal/Civil Service PA form. Chairman Barnette called for public comment; there being none, vote was taken and the motion carried unanimously

ADJOURNMENT

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