



FIRE CHIEF J.T. WALLACE, JR.

**BENTON FIRE DISTRICT 4**

**BOARD OF COMMISSIONERS MEETING**

**APRIL 21, 2020 BOC MINUTES**

**TIME OF MEETING 3:00 PM**

**Due to COVID 19 restrictions – In accordance with Executive Proclamation JBE 2020-30 issued by the Attorney General on March 19, 2020; Benton Fire District 4 will provide for attendance for the April 21, 2020 board meeting via telephone conference in order to obtain a quorum of its members.**

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

Board members **PRESENT** – Johnny Barnette, Jay Valentine, Stephanie Collier, and Jason McGinty

Board members **ABSENT** – John Whittington

Others present for the board meeting were Fire Chief JT Wallace, Tim Turner, and Jacob Maddox. 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 Jay Valentine.

**OATH OF OFFICE/BOARD CHAIRMAN APPOINTMENT**

*Tabled until next meeting*

**APPROVAL OF MINUTES FOR THE FEBRUARY 18, 2020 BOARD MEETING**

*February 18, 2020 BOC Minutes questions/discussion: -----NONE / The March meeting was canceled due to COVID 19 restrictions*

**MOTION** was made by STEPHANIE COLLIER and seconded by JASON MCGINTY to accept the written minutes for the board meeting held on February 18, 2020. The Chairman called for public comment; there being none, vote was taken and the motion carried unanimously.

**APPROVAL OF FINANCIALS AS OF APRIL 17, 2020**

*Questions/Discussion about Financials through April 17, 2020: ----- NONE*

**MOTION** was made by JAY VALENTINE and seconded by STEPHANIE COLLIER to approve the written Financial Reports as of April 17, 2020. The Chairman called for public comment; there being none, vote was taken and the motion carried unanimously.

**OLD BUSINESS**

*None*



FIRE CHIEF J.T. WALLACE, JR.

## **NEW BUSINESS**

### **STORM DAMAGE**

*Questions/Discussion about storm damage: Chief Wallace informed the board the bay door at station 1, the antenna at station 1, and possibly the roof of station 5 were damaged during a storm. He stated that we are in the process of assessing and repairing the damage now.*

### **COVID-19 (PURCHASES AND PRECAUTIONARY MEASURES)**

*Questions/Discussion COVID-19 measures: Chief Wallace informed the board that the district has made a few emergency purchases dealing mostly with cleaning processes to disinfect stations and equipment. He stated that the district will file a claim to be reimbursed for the purchases.*

### **DISCUSS INTEREST RATES FOR LOAN**

*Questions/Discussion about loan(s): Chief Wallace informed the board the district is exploring options to fund the remodeling of station 3. He stated that obtaining a loan is a possibility due to the current low interest rates. He stated that the district is only obtaining information and no action is necessary at this time.*

### **STATION 3 REMODEL**

*Questions/Discussion about station 3 remodel: Chief Wallace stated that he talked an engineer about the process of the remodel. He stated the only action taken so far is a soil analysis.*

### **NEW HIRE**

*Questions/Discussion about new hire: Chief Wallace stated that at this time there is a vacancy due to a firefighter resignation that needs to be filled but due to COVID-19 we will not begin the hiring/interview process until the public gathering restrictions are lifted.*

### **APPROVE INTERNAL/CIVIL SERVICE PERSONNEL ACTION FORMS**

*Questions/Discussion about internal/civil service PA forms: None*

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

BENTON FIRE



DISTRICT #4

---

FIRE CHIEF J.T. WALLACE, JR.

**ADJOURNMENT**

*Chairman Johnny Barnette asked the board if any other business or topics needed to be discussed.*

*Chairman Barnette called for a motion to adjourn.*

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