



**BELMONT FIRE & SANITATION DISTRICT COMMISSION MEETING**

Minutes

Regular Scheduled Meeting

May 11, 2023

05:30 p.m.

701 Fork Shoals Road – Commissioners Board Room

Commission Board Members

Kenneth B. Clark, Chairman  
Jeffrey A. Bagwell, Treasurer  
James W. Merrill, Secretary  
Robert L. Cass, Commissioner  
Kenneth E. Shirley, Commissioner

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*Pursuant to the Freedom of Information Act, notice of this meeting date, time, place, and agenda was posted online. and on the bulletin board located at Belmont Fire Departments headquarters, 701 Fork Shoals Road.*

Commission Board Members Present

Jeffrey A. Bagwell  
Kenneth E. Shirley  
Robert L. Cass  
James Merrill  
Kenneth B. Clark

Commission Board Members Absent

Staff Present

Anthony C. Segars, Fire Chief  
Jamie Bullock, Administrative Assistant

Guest Present

Jill Vales (JMV Management)

*Item (1) Meeting Called to Order Chairman Kenneth Clark*  
*Item (2) Paid Bi-Monthly Invoices*

Action: Bi-Monthly invoices signed/ Checks Signed

*Item (3) Approval of Minutes*

- a. April 13, 2023-Regular Scheduled Meeting
- b. April 27, 2023- Regular Scheduled Meeting (Cancelled)

Action: With no amendments or corrections Chairman Clark called for the minutes to stand approved as presented.

### **OLD BUSINESS**

*Item (4) Update on LV Training Center building*

Chief Segars advised the Shelter was complete for the 1<sup>st</sup> Phase, and the Inspection had been called in.

Action: The board accepted this information

*Item (5) SCSPD Leadership Program Registration*

- a. Chief Segars reminded the Board Members that the Leadership Program is next Thursday in Columbia.

Action: The board accepted this information

*Item (6) Proposed 48/96 Shift Schedule*

- a. Chief Segars advised that most of the preliminary work on the 48/96 work schedule was complete, and the target date is July 8, 2023.

Action: Chief Segars answered many questions the Commissioners had on this subject. (More to follow)

*Item (7) 2023/2024 Fiscal Year Budget*

- a. Chief Segars reminded the Board of the Public Hearing, and 3<sup>rd</sup> Reading of the 2023/2024 Fiscal Year Budget at the next meeting on May 24, 2023.

Action: The board accepted this information

*Item (8): Open House for 55<sup>th</sup> Anniversary*

Chief Segars discussed the Open House for our 55<sup>th</sup> Anniversary and would like to move it to October 21, 2023. With the SC Fire-Rescue, and many Community Risk Reduction activities happening in June, it would be easier on staff with this move.

Action: The board accepted this information

***NEW BUSINESS***

*Item (9) Jill Vales (JMV Management)*

- a. Mrs. Vales presented the updated financials and reported on the progress of the QuickBooks switch.

Action: The board accepted this information

- b. Chief Segars discussed the status of our Audits, and requested Mrs. Vales to assist in writing an RFP, to find a new audit company going forward.

Action: A motion was made by Commissioner Cass and seconded by Commissioner Bagwell to develop an RFP for this project. all members agreed (5-0).

*Item (10): Remodel/ Repurpose Day/ Dining Area*

- a. Chief: After some thought, this project may be over our expense threshold, and require a RFP to be sent to at least (3) companies.

Action: A motion was made by Commissioner Shirley and seconded by Commissioner Cass to request staff to develop an RFP for this project, all members agreed (5-0).

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Reminders

- a. Public Hearing is Scheduled for May 24, 2023 at 06:00 pm.
- b. Next Regular Scheduled Meeting is May 24, 2023, at the closing of the public hearing.
- c. May 25, 2023, is the GCFCA Vendors Night at 06:00 pm.

Item (11): Commissioner Clark asked all Commissioners present if there were any other questions or comments.

- a. None

Item (12) Adjournment

- a. With no other business Chairman Clark called for a motion to adjourn.

Action: A motion was made by Commissioner Merrill to adjourn, and seconded by Commissioner Bagwell, all members agreed (5,0) we stand adjourned at 18:55.

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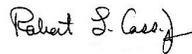
*Respectfully Submitted*



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*Anthony C. Segars  
Fire Chief*

*Attest*



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*Robert Cass  
Commissioner*

*Chairman's Approval*



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*Kenneth Clark  
Commission Chairman*