



## BELMONT FIRE & SANITATION DISTRICT COMMISSION MEETING

Minutes

Regular Scheduled Meeting

August 8<sup>th</sup>, 2024

06:00 p.m.

701 Fork Shoals Road - Commissioners Board Room

### Commission Board Members

Jeffrey A. Bagwell, Chairman

James W. Merrill, Commissioner

Robert L. Cass, Treasurer

Kenneth E. Shirley, Commissioner

Kenneth B. Clark, Secretary

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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

Andrea Jackson, Administrative Assistant

*Item (1) Meeting Called to Order*  
Chairman Bagwell

*Item (2) Public Notification Pursuant of Freedom Act*  
Posted for public view August 7th, 2024.

*Item (3) Recognition of Guest*  
Guest Present:

*Item (4) Approval of Minutes*  
a. None for July due to cancelled meeting.

*Item (5) Pay Bi- Monthly Invoices*

*Action: Bi-Monthly invoices signed/ Checks Signed*

*Item (6) Executive Session*  
a. Personnel Issues (Yes)  
b. Legal Matters (Yes)  
c. Contractual Issues (none)

*Action: A motion was made at 18:14 by Commissioner Cass to go into executive session, seconded by Commissioner Merrill, all members agreed. A motion was made at 18:24 by Commissioner Cass to leave the executive session, seconded by Commissioner Shirley. All members agreed.*

*Item (7) Fire Chief Report*

- a. Our 2023 2024 Fiscal Year has been closed out and the auditors have begun working on our audit.
- b. Quint truck left as scheduled for the refurbishment, and the current target date for completion is December 10, 2024.
- c. Several important dates coming up in the remainder of 2024:
  - Conestee Meeting 08/29
  - SC SPD Educational Conference 10/16- 10/18
  - Halloween Trick or Treat Event 10/31
  - Prayer Breakfast 11/02
  - Thanksgiving Dinner 11/18
  - Christmas Dinner 12/13
  - Awards Banquet 1/17
  - Professional photos date to be determined

Action: The board accepted this information.

## **OLD BUSINESS**

*Item (1) Reporting Software & Schedule Software Transition Update*

- a. We are still working to upload data and establish preset fields to aid in the use of the software.

Action: The board accepted this information.

*Item (2) Station Access (Cards & Fobs) Upgrade*

- a. Key Fobs, Door readers, and Access cards have been successfully updated.

Action: The board accepted this information.

*Item (3) Department Website/Community Connect*

- a. Community Connect is still not active or working yet.

Action: The board accepted this information.

*Item (4) 2023/2024 Budget*

- a. Belmont FYE budget verses actuals came in. Belmont spent less than the anticipated annual budget for last year.

Action: The board accepted this information.

*Item (5) Any other old business*

- a. Andrea has successfully transferred our First Citizens business credit cards to a First Citizens rewards visa credit card program.

Action: The board accepted this information.

## **NEW BUSINESS**

*Item (1): Tropical Storm Debbie*

- a. No news for aid but will continue to monitor.

Action: The board accepted this information.

*Item (2): Employee Promotion*

- a. Gary Sessions has been promoted to Captain.

*Action: The board accepted this information.*

*Item (3): Conestee Community Meeting*

- a. Conestee Community Meeting will be held August 29, 2024 at 7:00 pm.

*Action: The board accepted this information.*

*Item (4): SC SPD Conference*

- a. The SPD conference will be hosted at Kingston Plantation in Myrtle Beach, SC.
- b. Members signed up to attend have received copies of your hotel accommodations.

*Action: The board accepted this information.*

*Item (5): Any new business from the board*

- a. None.

*Action: The board accepted this information.*

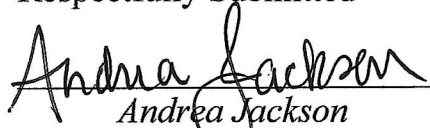
*Item (6): Adjournment*

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

*Action: A motion was made by Commissioner Cass to adjourn, and seconded by Commissioner Shirley, all members agreed we stand adjourned at 18:46.*

Minutes August 8<sup>th</sup>, 2024


Respectfully Submitted

  
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*Andrea Jackson*  
*Assistant Administrator*

Attest

  
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*Kenneth B. Clark*  
*Commissioner*

*Chairman's Approval*

  
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*Jeffrey A. Bagwell*

