



## BELMONT FIRE & SANITATION DISTRICT COMMISSION MEETING

Minutes  
Regular Scheduled  
Meeting

May 8<sup>th</sup>, 2025

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  
Kenneth B. Clark  
James Merrill

### Commission Board Members Absent

### Staff Present

Anthony Segars, Chief  
Andrea Jackson, Administrative Assistant

Belmont Fire Department and Sanitation District  
Regular Schedule Meeting

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

*Item (2) Public Notification Pursuant of Freedom Act*  
Posted for public view May 4<sup>th</sup>, 2025.

*Item (3) Recognition of Guest*  
Guest/s Present:  
Lynn Ballard  
Ellen Clemnt

*Item (4) Approval of Minutes*  
a. April 3<sup>rd</sup>, 2025, Regular Scheduled Meeting

Action: With no amendments or corrections Chairman Bagwell called for the April 3<sup>rd</sup>, 2025, minutes to stand approved as presented.

*Item (5) Pay Bi- Monthly Invoices*

Action: Bi-Monthly invoices and checks signed.

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

Action: A motion was made by Clark, seconded by Cass to go into executive session at 18:16 pm regarding personnel. At 18:26 pm a motion was made by Merrill and seconded by Shirley to exit executive session.

*Item (7) Fire Chief Report*

- a. SCSPD Leadership is May 15<sup>th</sup>, 2025.
- b. Greenville County Vendor Night is May 22<sup>nd</sup>, 2025, at the Fountain Inn Community Center.
- c. Belmont EMT certified staff assisted mock interviews at the Career Centers skills check off and DHEC testing.
- d. Assistant Chief, Gary Sessions, completed the 1<sup>st</sup> of 5 Fire Chief series through SCFA.

Action: The board accepted this information.

## OLD BUSINESS

### *Item (1)* 2025/2026 Fiscal Year Budget

- a. We have established our second draft reading of our 2025/2026 fiscal year budget.
- b. We have updated our budget items to reflect the continued increase of overhead rate increases for the 2025/2026 fiscal year.

Action: A motion was made by Cass to approve the second reading of the 2025/2026 fiscal year budget as presented for an anticipated budget of \$1,761,000.00, seconded by Shirley.

### *Item (2)* 3<sup>rd</sup> Quarter Financial Reports

- a. Belmont is in great standing for 3rd quarter financial reports.
- b. We had higher interest rates on our tax revenues collected, which has kept our Greenville County Ledger balances strong!
- c. Ellen states we are on track to come in under budget for our 2024/2025 FY financials due to the higher collections of tax revenues owed along with higher interest rates received.

Action: The board accepted this information.

### *Item (3)* Salary Increase

- a. Belmont would like to offer career staff employees a salary increase of 6% for the 2025/2026 fiscal year.
- b. Belmont would like to offer our administrative assistant a salary increase to the documentation provided by Chief Segars.

Action: A motion was made by Cass to approve the career staff 6% salary increase for the 2025/2026 fiscal year along with the agreed, documented salary increase for the administrative assistant, seconded by Merrill.

### *Item (4)* Any other old business

- a. none.

## NEW BUSINESS

### *Item (1):* Purchase of Extrication Tools for Quint 13

- a. We would like to use the funds received from the sale of Rescue 13 to

purchase a cutter set and telescope run for extrication tools to keep on Quint 13.

- b. The provided quote for these extrication tools is \$25,599.00.
- c. The funds received from the sale of Rescue 13 is \$25,000.00

Action: A motion was made by Cass for the purchase of the extrication tools for Quint 13 in the amount of \$25,599.00, seconded by Clark.

Item (2): Update to Camera System

- a. Belmont has outdated security and camera systems at our facility.
- b. Flying Locksmith's quote to upgrade our security camera systems in the amount of \$8,830.66 which includes 8 cameras, cloud storage, and installation.

Action: A motion was made by Cass for the purchase of the new security camera system from The Flying Locksmith's in the amount of \$8,830.66, seconded by Shirley.

Item (3): Any other new business

- a. None.


Item (4): Adjournment

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

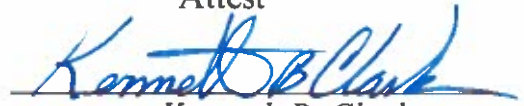
Action: A motion was made by Secretary Clark to adjourn, and seconded by Treasure Cass, all members agreed we stand adjourned at 19:11.

Minutes May 5<sup>th</sup>, 2025

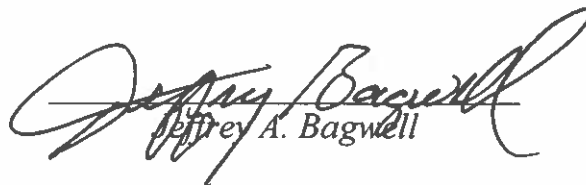
Respectfully Submitted

  
Andrea Jackson  
Assistant Administrator

Attest

  
Kenneth B. Clark  
Secretary

*Chairman's Approval*

  
Jeffrey A. Bagwell

Belmont Fire Department and Sanitation District  
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