



**BELMONT FIRE & SANITATION DISTRICT COMMISSION MEETING**

Minutes

Regular Scheduled Meeting

April 13, 2023

06:00 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

None

*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. March 30, 2023-Regular Scheduled Meeting

Action: With no amendments or corrections Chairman Clark called for the March 30, 2023-Regular Scheduled Meeting minutes to stand approved as presented.

**OLD BUSINESS**

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

a. Commissioner Bagwell: The shelter still needs hurricane straps to be installed. The Chief said, Mauldin and Gantt are dropping several cars to the training center.

Action: Install the hurricane straps on the shelter.

*Item (5) SCSPPD Leadership Program Registration*

a. Chief Segars: Commissioner Bagwell is registered.

Action: The board accepted this information

*Item (6) 2023-2024 Fiscal Year Budget 2<sup>nd</sup> Reading*

a. The Commission discussed the 2023-2024 Proposed Salary Increase and asked Chief Segars how each increase would affect the budget. The Chief presented a worksheet (Included on the March 30, 2023 Minutes). that shows the effect of each percentage increase on the fiscal year 2023-2024 salary total. The worksheet includes a no increase to a 2%, 3%, 4% and 5% increases. The board discussed what a 3% or 4% increase would incur to the station compared to what the cost is presently. They agreed that 4% was a good increase in budget terms and in economic terms for the employees.

Action: Commissioner Bagwell made a motion to increase the Salaries by 4%, Commissioner Cass seconded the motion all were in favor (5,0).

Action: Commissioner Shirley made a motion to approve the second reading of the July 2023- June 2024 Fiscal Year Budget with the amended 4% Salary increase, Commissioner Merrill seconded the motion, all were in favor (5,0).

## ***NEW BUSINESS***

### ***Item (7) GC SPD Meeting is April 20<sup>th</sup> @ 1900 (Welcome, Invocation)***

- a. Chief Segars: The meeting will be held here at Belmont Fire Department.

Action: The board accepted this information

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

- a. Shirts are being made for the 55<sup>th</sup> Anniversary. We will have the open house Celebration the June 3, 2023. We will use the door hangers to announce the open house celebration.

Action: The board accepted this information

### ***Item (9): Remodel/ Repurpose Day/ Dining Area***

- a. A Recusal Statement was submitted by Commissioner Clark for the Remodel of dining area discussion. He will be bidding on the project.
- b. Chief: In developing the employee 48/96 schedule the three employee's shifts will need to three storage sections for food. Chief would like to remodel the kitchen, dining area and create 3 refrigerator sections with side storage. Chief has made a drawing to illustrate the plan. (Included on March 30, 2023, Minutes). This plan is in the development and planning stage and needs to be quoted.

Action: A motion was made by Commissioner Bagwell to explore cost and development of the 3-section refrigerator installation in the dining area and was seconded by Commissioner Cass, all members agreed (4,0)

Action: A motion was made by Commissioner Shirley to allow a bid to be submitted for the 3-section cabinet installation in the dining area by Kenneth Clark and was seconded by Commissioner Cass, all members agreed (4,0)

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*Item (10): Legislative Bills*

- a. Chief included in the meeting packet there are several new Bills being proposed that affect fire Departments. Some of these need pressure from departments on how we would like them to vote.

Action: The board accepted this information

Reminders

- a. Next Regular Scheduled Meeting is April 26, 2023, at 18:00 Hours.
- b. The Association of Special Purpose Districts for Greenville County's meeting is April 20, 2023, at 19:00 Hours at Belmont Fire Dept.
- c. FDIC April 24- April 27
- d. Educational Day is May 18, 2023, in Columbia, SC
- e. The May 25, 2023, meeting will be moved to Wednesday May 24, 2023, at 18:00 hrs.

*Item (11): Commissioner Clark asked if a Commissioner, Admin and or Chief Segars had any more comments.*

- a. Commissioner Cass asked if the Rescue Truck's rewiring would be done. Chief Said they have all the materials and tools necessary to do it in house.

*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 18:45.

*Minutes April 13, 2023*

*Respectfully Submitted*

*Attest*

*Chairman's Approval*

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*Jamie Bullock  
Assistant Administrator*

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*Robert Cass  
Commissioner*

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*Kenneth Clark  
Commission Chairman*



