



Chester Fire District

156 Columbia St. * 988 McCandless Rd. * Chester, South Carolina 29706

(803) 385-2123 * board@chesterfiredistrictsc.gov

General Board Meeting Agenda

Date: Tuesday, April 14, 2026

Time: 7:00 PM

Location: Chester Fire District Station 10 – Training Building

1. Call to Order

- Roll Call / Attendance
- Verification of Quorum

2. Opening Ceremonies

- Invocation / Prayer
- Pledge of Allegiance
- **Commission Board Statement**
 - Sworn acknowledgment of compliance with South Carolina Special Purpose District State

Fire Control Commission Membership Statement:

The Chester Fire District Fire Control Commission was established pursuant to **Act 1779 of 1972**. The Commission consists of **five (5) members**, each appointed by the **Governor of South Carolina** to serve **staggered four (4) year terms**, in accordance with applicable state law.

3. Approval of Agenda

- Review and adoption of the meeting agenda

Chester Fire District SPD Law, Division 6 — § 2-455 The Chester Fire District Fire Control Commission is established pursuant to Act No. 1779 of 1972 and consists of five (5) members appointed by the Governor to staggered four-year terms. This meeting is conducted in compliance with the South Carolina Freedom of Information Act, S.C. Code Ann. §§ 30-4-10 et seq. As stated in § 30-4-15: "Public business must be performed in an open and public manner." Pursuant to § 30-4-60, meetings of public bodies are open to the public unless closed in accordance with § 30-4-70. Notice of this meeting was posted at least twenty-four (24) hours in advance as required by § 30-4-80. Public Comment / Hearings Public comments, and public hearing testimony are limited to three (3) minutes per speaker, as recognized by the Chair. Speakers shall state their name and address and address all remarks solely to the Commission Board. The Chair may rule a speaker out of order for profanity, irrelevance, or personal attacks, and may take necessary action to maintain order and decorum in accordance with § 30-4-70.



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4. Approval of Previous Minutes

- Review and approval of the following meeting minutes:
 - **February 10, 2026 – General Board Meeting**
 - *Add missing motion and reconduct vote for approval*
 - **March 10, 2026 – General Board Meeting**
 - **March 16, 2026 – Special Called Meeting**
 - **March 18, 2026 – Special Called Meeting**

5. Chief's Reports

- Operational Chief's Report
 - March 2026
- Administrative Chief's Report
 - March 2026
- Deputy Chief / Battalion Chief's Report
 - March 2026
- Fire Inspector / Fire Marshal's Report
 - March 2026

6. Treasurer's Reports

- Monthly Financial Report
 - March 2026
 - Fiscal Year 2026–2027 Budget Update
- Consulting Service Report

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7. Committee Reports

- Receipt and presentation of committee reports
- Transfer of Board-created committees to the Administrative Chief
 - Air Pack & Equipment Committee
 - Building & Grounds Committee
 - Historical Advisory Committee
 - Training Advisory Committee
 - Training Complex Committee
 - Truck & Apparatus Committee
 - Volunteer/Part-Time Advisory Committee

8. Old Business

- Land Grant Projects Update
 - Village Drive / McCandless Road
 - West End Road
- First Due Software
 - Status Update
- Administrative Systems Update
 - Human Resources
 - Information Technology
 - Payroll
 - Accounts Payable
 - Accounts & Departmental Structure
- South Carolina Special Purpose District Association (SCSPDA) Update
 - 2026 SPD Leadership Program
 - *Doko Manor- Blythewood, SC*
 - *(May 20, 2026, from 9:15am-3:30pm Registration Begins at 8:45am)*

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9. New Business

- Operation Plan (2026-2027)
- South Carolina PEBA and PORS – (Status Update)
- Payroll Scales (review proposed for Full-Time Employees)
- Payroll Procedure (review)
- Schedule 24/48 Discussion
- Plan for Vacation & Sick Time vs. PTO discussion
- Consideration to Establish and Hire a Social Media Department Personnel
- Consideration to Hire a District Clerk Personnel
- Presentation of the 2024–2025 Audit Report
- Consideration Copier for Station 1 and Station 10
- Consideration of selling 2008 Chevrolet, 2005 Ford, 2014 Polaris and adding the funds to the Truck Fund Account
- Employment onboarding starting the week of 4-13-2026/4-24-2026- (Status Update)
- Consideration of Safe Industries on turnout gear and all related Equipment for the District
- Consideration of purchasing a Truck for the Administrative Chief
- Recognize- Inspector Givens & staff for the achievement on the Fire Safe Achievement

10. Public Comment

- Public comments in accordance with Chester Fire District policy and South Carolina FOIA requirements

11. Executive Session

(If necessary, the Board may enter Executive Session in compliance with SC Code §30-4-70)

- Personnel Matters
- Legal Matters

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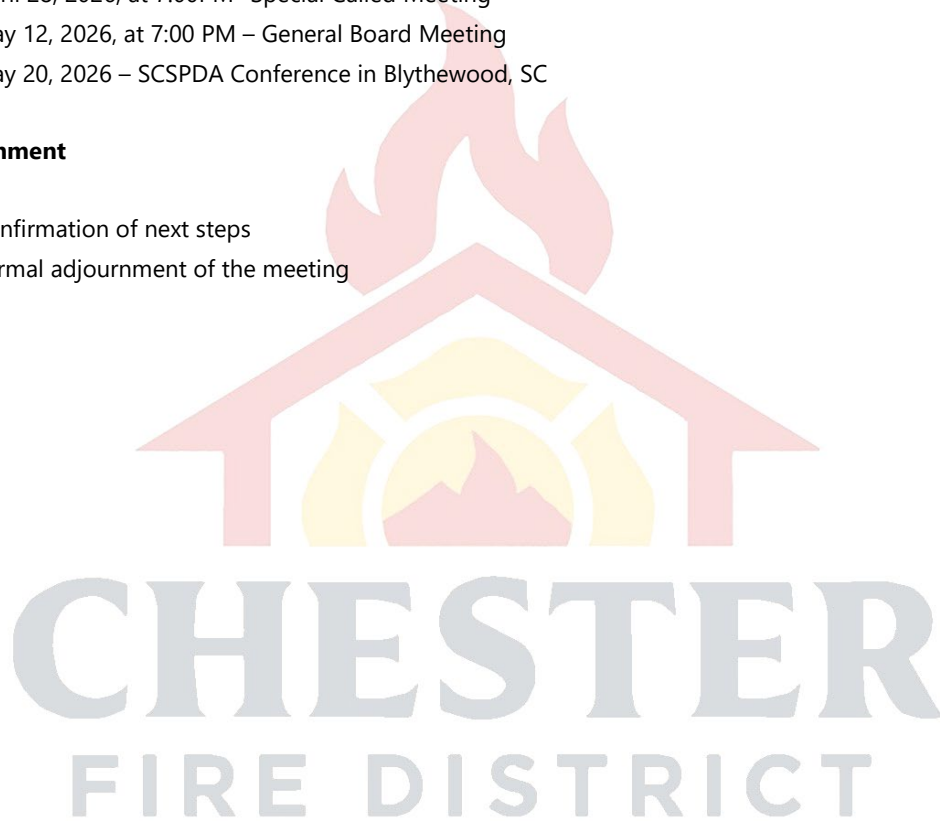
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12. Next Meetings

- Week of April 20–24, 2026 – Board Meeting with the City of Chester in Columbia, SC
- April 28, 2026, at 7:00PM- Special Called Meeting
- May 12, 2026, at 7:00 PM – General Board Meeting
- May 20, 2026 – SCSPDA Conference in Blythewood, SC

13. Adjournment

- Confirmation of next steps
- Formal adjournment of the meeting



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