MINUTES FOR APPROVAL

Date Taken: August 11, 2026

Commissioner's Present

- Eddie Nunnery
- Bobby Bass
- Hazel Alexander
- Patricia Woods
- Ben Bell

Call to Order and Quorum Verified

Vice Chair Hazel Alexander called the General Board Meeting to order at 7:08 PM.

Vice Chair Alexander verified that all five members of the Chester Fire District Board of Commissioners were present and confirmed that a quorum was established.

Approval of Minutes

Commissioner Ben Bell made a motion to approve the minutes.

The motion was seconded.

A Call for Vote by Vice Chair Alexander and the Motion carried 5-0.

Chief of Administration Report

Chief of Administration Tyson Melton presented the Administrative Chief's Report. Copies of the report were provided to the Board, and Chief Melton reviewed the report with the Commissioners.

Chief of Operations Report / Discussion

Chief of Operations Grafton was present and participated in the operational discussion.

Items discussed included:

- City-owned fire vehicles that were no longer being operated;
- Bathroom facilities; and
- First Due software.

Fire Marshal's Report

The Fire Marshal participated remotely and presented the Fire Marshal's Report to the Board.

The Treasurer reported that the budget amount available for the Fire Marshal was $5,200.

Treasurer's Report

Treasurer Ben Bell presented the Treasurer's Report to the Board.

Independent Audit – BRC

Commissioner Bobby Bass made a motion to engage Bernard Robinson & Company, LLP (BRC) to perform the District's independent audit.

The motion was seconded.

A Call for Vote by Vice Chair Alexander and the Motion carried 5-0.

Executive Session – First Session

Commissioner Bobby Bass made a motion to enter Executive Session.

The motion was seconded.

A Call for Vote by Vice Chair Alexander and the Motion carried 5-0.

The Board entered Executive Session at 8:40 PM.

At 8:52 PM, Commissioner Bobby Bass made a motion to return to Regular Session.

The motion was seconded.

A Call for Vote by Vice Chair Alexander and the Motion carried 5-0.

The Board returned to Regular Session at 8:52 PM.

No substantive business was discussed and no action was taken during this Executive Session.

Continued Regular Session / Unfinished Business

Upon returning to Regular Session, the Board continued discussion and consideration of remaining business.

Fire Marshal / Fire Prevention Needs

Commissioner Bobby Bass made a motion to authorize the Fire Marshal/Inspector to work with the Chief of Administration concerning her operational needs, including fire-safety materials, replacement parts for the Sparky the Fire Dog costume, and other items necessary for the Fire Marshal/Inspector position and fire-prevention activities.

The motion was seconded.

A Call for Vote by Vice Chair Alexander and the Motion carried 5-0.

City-Owned Fire Vehicles

The Board discussed fire vehicles that remained titled to the City of Chester and could not be insured by the Chester Fire District because ownership of the titles remained with the City.

The discussion included that, before any such vehicles leave District property, District decals would need to be removed and emergency lighting disabled unless documentation established that the vehicle was being transferred or sold for continued authorized fire-service use.

Emergency Supplemental Budget Amendment

Commissioner Ben Bell made a motion to approve submission of an Emergency Supplemental Budget Amendment (ESBA) in the amount to be finalized and conveyed by the District's accounting team.

The motion was seconded.

A Call for Vote by Vice Chair Alexander and the Motion carried 5-0.

Millage Rate Certification

Commissioner Ben Bell made a motion to certify that the Chester Fire District millage rate would remain at 47.2 mills.

The motion was seconded.

A Call for Vote by Vice Chair Alexander and the Motion carried 5-0.

Executive Session – Second Session

Commissioner Bobby Bass made a motion to return to Executive Session.

The motion was seconded.

A Call for Vote by Vice Chair Alexander and the Motion carried 5-0.

The Board entered Executive Session at 9:52 PM.

Commissioner Bobby Bass made a motion to return to Regular Session at 10:20 PM.

The motion was seconded.

A Call for Vote by Vice Chair Alexander and the Motion carried 5-0.

The Board returned to Regular Session at 10:20 PM.

The Executive Session was for informational and discussion purposes only.

No action was taken as a result of Executive Session.

Adjournment

There being no further business to come before the Board, the General Board Meeting was adjourned at 10:38 PM.