

**BLUFFTON TOWNSHIP FIRE DISTRICT  
FIRE COMMISSIONERS MEETING  
Tuesday, April 17, 2012  
Bluffton Fire Station #35, Headquarters**

**MINUTES**

**Commissioner's Present:** Terry Reynolds, Mike Raymond, Jack Bennett, Bob Rogers, John Oram

**Absent:** Ed Olsen (excused), David Meeder (excused)

**Member's Present:** Barry Turner, John Thompson, Crystal DeRosia, Dan Wiltse, Derek Church, Paul Boulware, Randy Hunter, Sandy Stroud, Bob Payne, Rick Cramer, George Brown, Jeffrey Meyer, Christopher Fore, David Rice, Austin Williams, Derek Franks, Steve Arnold, Matthew Baker, Paul Woods

**VIA Video Conferencing:** Thomas Lamb, Leroy Savelle, Marcos Farr, Allen Cramer, Paul Oates, Donald Boyd, Ben Rushing, Jim Donath, Randy Daise, Donald Bach, John Roe, Chris Black, Brandon Stevenson, Ryan Magers, Todd Shisler

**Community Members:** Joe Paolo (community member), Doug Volk (community member)

**Meeting called to order at 4:00 PM by Commissioner Reynolds**

**Pledge of Allegiance**

**Prayer**

**Commission Role Call**

- **MARCH MINUTES:** Commissioner Reynolds called for approval of the minutes from the regular meeting from March 20<sup>th</sup>. Commissioner Oram made a motion to approve the minutes from the meeting. Motion was seconded by Commissioner Raymond and approved with a unanimous vote.
- **BUDGET WORKSHOP MINUTES:** Commissioner Reynolds called for approval of the minutes from the Budget Workshop meeting from April 10<sup>th</sup>. Commissioner Bennett made a motion to approve the minutes from the meeting. Motion was seconded by Commissioner Raymond and approved with a unanimous vote.
- **FINANCIAL REPORT (*Presented by Commissioner Oram*):** Commissioner Oram asked Chief Thompson to provide the update. Chief Thompson explained the accounts that were currently over budget. Chief Thompson explained that we are projected to finish this fiscal year under

budget. Commissioner Raymond made a motion to approve the financial report. Motion was seconded by Commissioner Rogers and approved with a unanimous vote.

- **FIRE CHIEF'S REPORT:**

- ***Fire Prevention Statistics:*** Fire Marshal Wiltse reviewed the monthly Fire Prevention Statistics.
- ***Public Education Report:*** Sandy Stroud reviewed the events performed in the March as well as upcoming events.
- ***Run, Alarm and Trend Reports:*** Chief Boulware briefed the Commission on these reports.
- ***Training Report:*** Chief Cramer reviewed the District's recent training events. Chief Cramer also introduced the Commission to the newest member of our District, recruit firefighter Christopher Fore.

- **OLD BUSINESS:**

- ***Station 30 Relocation/Construction:*** Chief Thompson gave the contract to Dave Thomas who then forwarded it Beaufort County's attorney, Josh Gruber. Mr. Vaux (the District's attorney) is working with Mr. Gruber on the approval. Chief Thompson noted that he had a meeting today with Optima, a design build firm who come highly recommended, and they were able to review things such as bays, building wiring, and other important details.
- ***Station 33 Addition/Construction Update:*** Commissioner Bennett made a motion for the Commission to approve that Chief Turner moves forward to contract with the design/build team of "Mitchell Brothers/AAG Associates" on the Station 33 renovation as reviewed at the March 20, 2012 meeting of the Commission with the guaranteed maximum price of the renovated Station 33 not to exceed \$498,275. Commissioner Reynolds seconded the motion and it was approved with a unanimous vote.

- **NEW BUSINESS:**

- ***Old Chelsea Fire Station Property:*** Chief Turner gave the Commission a brief history of the use on this property located in Okatie, stating that it has since become a liability and Mr. Vaux suggests we remove it from our ownership. Mr. Vaux further stated that it cannot be sold, and it must be donated to a non-profit or other government entity. Chief Turner indicated that it may be in our best interest to transfer the property to Beaufort County's ownership, as they could make more use of it than we can. Commissioner Rogers made a motion that the Bluffton Township Fire District Commission begin the process to offer Beaufort County Council the transfer of ownership of the old Chelsea Fire Station property, located at 707 Okatie Highway, previously owned by Mrs. Ruth P. Fields. The offer would be made by letter to Councilman

Bryan Flewelling for Beaufort County Council's consideration. Commissioner Oram seconded the motion and it was approved with a unanimous vote.

- **Strategic Plan Workshop:** Commissioner Reynolds proposed that the Commission schedule a workshop to review the Strategic Plan on Thursday, May 3<sup>rd</sup> at 10 AM. All Commissioners were in agreement, and Chief Turner will be sending out the notification.
- **Ownership of Station 34:** Commissioner Rogers suggested that the Commission send correspondence to Beaufort County regarding the possible transfer of ownership of Station 34 to the Bluffton Township Fire District. The District currently funds the repairs and maintenance of the station as repair requests made to Beaufort County have not been completed in a timely manner in the past. Chief Turner noted that he will contact Mr. Kubic and Mr. Stewart regarding this matter.
- **EXECUTIVE SESSION:** Commissioner Reynolds called for a motion to enter Executive Session to discuss the FY 2013 budget proposal regarding personnel positions. Commissioner Rogers made a motion to enter Executive Session at 4:48 PM. Commissioner Oram seconded the motion and it was approved with a unanimous vote.
- **RECONVIENE:** The regular meeting reconvened at 5:29 PM. The FY 2013 Proposed budget was discussed in regards to personnel positions but no decision was made.
- **OPEN DISCUSSION:** None
- **ADJOURNMENT:** Commissioner Raymond made a motion to adjourn the meeting. Commissioner Rogers seconded the motion and the motion carried with a unanimous vote at 5:30 PM.