



**BLUFFTON TOWNSHIP FIRE DISTRICT
COMMISSION MEETING
TUESDAY JANUARY 15, 2013
4:00 PM**

- 1. Meeting Called to Order**
- 2. Pledge of Allegiance**
- 3. Commission Roll Call**
- 4. Promotional Awards**
- 5. Meeting Minutes Approval**
 - Regular Monthly Minutes 12/11/12
 - Special Meeting Minutes 01/03/13
- 6. Financial Report Approval**
- 7. Fire Chief's Report**
 - Fire Prevention
 - Public Education
 - Training
 - Operations
- 8. Old Business**
 - Station 30 Relocation/Construction Update
 - Station 33 Addition/Construction Update
 - 2013 Fire Commission Election of Officers
 - Approval of Strategic Plan Goals
- 9. New Business**
 - FY-12 Financial Audit Report
- 10. Public Comment**
- 11. Adjournment**

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**BLUFFTON TOWNSHIP FIRE DISTRICT
FIRE COMMISSIONERS MEETING
Tuesday, December 11, 2012
Bluffton Fire Station #35, Headquarters**

MINUTES

Commissioner's Present: Terry Reynolds, Jack Bennett, David Meeder, Mike Raymond, John Oram, Ed Olsen (attended via phone), Bob Rogers

Absent: None

Member's Present: Barry Turner, John Thompson, Dan Wiltse, Bob Payne, Rick Cramer, Paul Boulware, Sandy Stroud, Todd Harvey, Dwane Wilkinson, John Kautter, Chris Garniewicz, Jason Brahm, Doug Favors, Michael Rehill, David Rice, Leroy Savelle, Derek Church

VIA Video Conferencing: Walter Arlt, Derek Beeler, Trey Fludd, Perry Granat, Dan Connelly, Michael Tuten, Walt Cooler, Jeff Kuehn, Dustin Brown, Scott Cochran, Luke Holthaus, Charles Eaton, Michael Provo, Jerry Piccioli, Alexander Sanchez, Brian Hart, Joe Sirigu, Drew Bedingfield

Community Members: Doug Volk (community member), Joe Paola (community member), Dallas Wood (community member), Roberts Vaux (District's council), Community members from Palmetto Bluff and Colleton River (Mr. & Mrs. Jim Flynn, Dick Anderson, Tom Kurtz, Hazel Fegan, Kevin Fegan, Barb Sommul, Jeff Slack, Scott Jaccard)

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

Pledge of Allegiance

Prayer

Commission Roll Call

- **EXECUTIVE SESSION:** Commissioner Reynolds asked for a motion to enter Executive Session. Commissioner Oram made a motion and it was seconded by Commissioner Raymond.
- **RETURN TO PUBLIC SESSION:** Meeting was reconvened at 4:55 PM. Commissioner Reynolds asked for a motion to approve the Bluffton Township Fire District Charter as revised by County staff and explained in the Executive Session during this Commission Meeting by Mr. Joshua Gruber, Staff Attorney for Beaufort County Legal Department. Commissioner Rogers made the motion and it was seconded by Commissioner Bennett. Motion approved with unanimous vote.

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- **NOVEMBER MINUTES:** Commissioner Reynolds called for approval of the minutes from the regular meeting from November 20th. Commissioner Bennett made a motion to approve the minutes from the meeting. Motion was seconded by Commissioner Rogers and approved with a unanimous vote. Commissioner Raymond asked for a point of clarification on Page Two of the minutes regarding the number of employees needed at the stations discussed and the District's rating. Commissioner Reynolds asked for suggested verbiage to amend the minutes. Minutes should read that the "four person crew strengthens the rating District wide." Commissioner Rogers asked about the four person crew from a safety stand point and Chief Thompson confirmed that.
- **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 and gave the Commission an update on the budget for Station 30 and Station 33 as well as the audit. Commissioner Rogers made a motion to approve the finance report. Motion was seconded by Commissioner Oram 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:*** Public Education Officer Stroud reviewed the report for the events performed in the prior month, as well as upcoming events.
 - ***Run, Alarm and Trend Reports:*** Chief Boulware briefed the Commission on these reports. Commissioner Meeder asked about the response time for Station 32 and 33 for Shift 3. Chief Payne noted that the variation in the times is more noticeable because those stations have such a low number of calls.
 - ***Training Report:*** Chief Cramer reviewed the report in Chief Cramer's absence for the District's recent training events.
- **OLD BUSINESS:**
 - ***Station 30 and 33 Update:*** Discussed during the Financial Report.
 - ***Commission Administration Manual Revision*** – Commissioner Reynolds noted this would need to be further revised so discussion will be delayed at this time.
 - ***Nominating Committee Report*** – Commissioner Rogers, Chairman of the Nominating Committee, provided the following nominations to be voted on at the January Commission Meeting: Chair – Terry Reynolds, Vice – Chair – Bob Rogers, Treasurer – John Oram, Secretary – Jack Bennett.

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- **TIF Payoff** – Commissioner Reynolds asked for clarification regarding the TIF payoff by the County based on the Commission's approval. Chief Thompson confirmed it would be paid off at the end of 2012.

- **Commission Workshop** – Commissioner Reynolds would like to hold a Commission Workshop on January 3 or 10 to review Strategic Plan Goals. It was decided to hold the workshop on January 10th at 9:00.
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- **NEW P** Moved to the January meeting.

- **DISCUSSION:** None

JOURNMENT: Commissioner Raymond made a motion to adjourn the meeting. Motion as seconded by Commissioner Rogers and approved with a unanimous vote. adjourned at 5:16 PM.

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