

**BLUFFTON TOWNSHIP FIRE DISTRICT  
BOARD OF DIRECTORS MEETING  
Tuesday, June 20, 2017  
Bluffton Fire Station #35, Headquarters**

**MINUTES**

**Board Members Present:** Mike Raymond, Joe Paolo, Thomas Mike, Paul Hamilton, Louis Poindexter, Ed Olsen (by phone)

**Absent:** Elaine Lust

**Members Present:** John Thompson, Paul Boulware, Rick Cramer, Terry Sheriff, Steve McKinley, Bob Payne, Joe Helms, Vernon Edenfield, Paul Woods, Carson Stone, Tyler Griffin, David Rice, Steve Arnold, Aaron Angel, Brian Brock, Leslie Jones Hart

**VIA Video Conferencing:** Jason Brahm, Alex Sanchez, Tim Smith, Scott Smith, Jeff Kuehn, John Roe, Sean Hyde, Tom Lamb, Travis Boulware, Alex Elliott, Mike McComas, George Brown, Donald Boyd, Greg Linacre, Tony Pavilonis, Jason Williams, TJ McCullion, Whitney Brady, Allen Cramer, Marcos Farr, Andrei Turner, Matt Baker, Todd Shisler, Joe Sirigu

**Community Members:** Doug Volk

**Meeting called to order at 4:00 PM by Chairman Raymond.**

**Pledge of Allegiance and Prayer:** Chaplain Hamilton led today's prayer.

**Board of Directors Roll Call**

**PUBLIC COMMENT:** None

**CHAIRMAN'S REMARKS:** Chairman Raymond thanked the District and Captain Levesque for the great burn exhibit today. He stated that it was a very beneficial and educational event. Captain Levesque put on this same demonstration for 200+ citizens at Hampton Hall recently.

**MAY BOARD MEETING MINUTES:** Director Mike motioned and Director Hamilton seconded the minutes of the May 16, 2017 Board of Directors meeting be approved. The motion passed. (YEAS – Raymond, Mike, Paolo, Olsen, Hamilton, Poindexter. NAYS – None).

**FINANCIAL REPORT:** Chief Boulware reported that we are 91.67% through the FY 2017 budget year, with total expenditures reporting at 89.56%. All non-essential spending was closed on May 15. Costs for Administration are higher due in part to fourth quarter payment for property/casualty insurance and tech support contract. The current impact fee account balance is \$2,091,911. We are still waiting on Hurricane Matthew reimbursement from FEMA, approximately \$160,000. Chief Cramer explained the new Narcan kits that are now on all engines and trucks. A protocol was created to use the drug in suspected opioide overdoses. Everyone also received training in administering this drug. Firefighters also have special protective gear and masks to use when dealing with suspected overdose patients. Per Chairman Raymond, it seems the opioide use is growing rapidly in the district. Chief Cramer also noted that all Sheriff's Department cars now carry this drug to counteract these ODs. The demographics of

those involved are ages 20–50. Director Hamilton motioned and Director Paolo seconded to approve the Financial Report. The motion passed. (YEAS - Raymond, Mike, Paolo, Olsen, Hamilton, Poindexter. NAYS – None).

- **FIRE CHIEF'S REPORT:**

- ***Fire Prevention Statistics:*** In Chief Wiltse's absence, Chief Boulware reported the Prevention office performed 20 Fire and Life Safety Inspections in May. Fire Inspectors completed the process of inspecting all 2000+ commercial and multi-family sites for accreditation purposes. Development plans review and approvals include commercial properties, school and medical facilities and several single family residential areas. Public Education participated in 41 outreach events including several churches, numerous Sun City groups, and other civic organizations. There were 21 CPR classes held in May, with 214 students taught. CPR Coordinator turned in her resignation to pursue other career opportunities. There will be a Pub ED event at the movie theaters on June 30. Money will be collected to send kids to MDA camp. Please come and join us!
- ***Training Report and Training Facility Construction:*** Chief Sheriff reported there were 8 courses held with 19 personnel in attendance. Training included sudden cardiac death, defensive driving, diabetic emergencies, and ladders skills at the new training tower after our CO was finally received. All company officers participated in annual evaluation reviews. Recruit school classes are going well. All students have passed the FF1 test and HazMat Ops test.
- ***Operations Report:*** Chief Cramer reported that May was second busiest month ever, with 544 calls during the month and a total of 2,541 calls for 2017 thus far. The average response time in May was 6:45 with a yearly average response time of 6:29 minutes. We had 3 structure fires, 2 which were significant. All personnel also received their yearly physicals. Director Paolo said that Sun City was going to start charging for lift and assists, but Chief Thompson stated this may be the time to push our program again.
- ***Maintenance Update:*** Chief McKinley reported the Maintenance Division completed 104 work orders for May: 72 for BTFD, 27 for Bluffton Police Department, and 5 for the Town of Bluffton. Congratulations to technicians Tyler Williams and Tim Tuten on their family additions! Tyler and Jessica welcomed baby girl Hannah on May 28, while Tim and Lindsey welcomed baby boy Barrett on June 8, leaving the Maintenance Department shorthanded for a few weeks. Station work and repairs include: Maintenance –irrigation leaks and broken signal wires fixed in all areas except one; Station 30 – irrigation system repairs mostly complete and walkway project complete; Station 31 –bay door frame project has started, the replacement generator will be delivered next week, and siding replacement and painting will soon be completed; Station 33 – bay door replacements have been ordered; Station 35 – exterior trim replacement and painting has been completed. Fleet maintenance includes: all pumpers are in service with no mechanical issues; pumpers are out of their one-year warranty; the new battalion vehicle is in service; fuel tanker is being restriped; and the Pub Ed vehicle was restriped and tailgate replaced. They have a new contract with Technical College of the Lowcountry for repairs and preventative maintenance for their vehicles.
- ***Chaplains Update:*** Director Hamilton reported everything is going well. They have requested a meeting with the command staff in the near future to go over some issues.
- ***Colleton River Fire Station Update:*** Chief Thompson said we are getting ready to close on the property. The documents included easement across the property to the back of the boat storage

facility gate. The contractor is pursuing the building permit and the pre-construction meeting will be set up with the County. We should be breaking ground in the near future.

OLD BUSINESS:

- **Fire Station #38 Update:** Chief Thompson stated that we have been advised to wait until August to bring it forward to give the project proper attention. It will then be put on the Governmental or Finance agenda.

- **NEW BUSINESS:** None

- **EXECUTIVE SESSION:** A motion was made by Director Mike and seconded by Director Paolo to move into Executive Session to discuss personnel matters. The motion passed. (YEAS - Raymond, Mike, Paolo, Olsen, Hamilton, Poindexter. NAYS – None).
  - The Board moved into Executive Session at 4:40.
  - The Board returned from Executive Session at 5:13. No action or vote was taken.
- **ADJOURNMENT:** Director Olsen motioned and Director Mike seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 5:14. (YEAS – Raymond, Mike, Paolo, Olsen, Hamilton, Poindexter. NAYS – None).