

**BLUFFTON TOWNSHIP FIRE DISTRICT  
BOARD OF DIRECTORS MEETING  
Tuesday, August 15, 2017  
Bluffton Fire Station #35, Headquarters**

**MINUTES**

**Board Members Present:** Mike Raymond, Joe Paolo, Thomas Mike, Louis Poindexter, Ed Olsen, Elaine Lust

**Absent:** Paul Hamilton

**Members Present:** John Thompson, Paul Boulware, Rick Cramer, Steve McKinley, Bob Payne, Joe Helms, Pete Reid, Rhett Livingston, Derek Church, Emerson Kovalanchik, Gio Scianna, Chris Himes, Richard Dollahan, Mike Provo, Jim Thomas, Grant Turner, Nancy Hyer, Leslie Jones Hart

**VIA Video Conferencing:** Derek Beeler, Taylor Kamp, Ted Lange, Parker Dennis, Ben Rushing, Blake Crosby, Andrew Hatcher, Missy Keller, Jayme Beach, Randy McGarvey Jason Carle, Kyle McAllister, Joe Dembeck, Justin Olds, Jason Williams, Andrew Johnson, Ed Rhodes, Enrique Baez, Phillip Horton, Dwane Wilkinson, David Mack, David Romine, Jerry Piccioli, Jake Hartley, Guillermo Holzmann

**Community Members:** Doug Volk, Eric Esquivel

**Meeting called to order at 4:02 PM by Chairman Raymond.**

**Pledge of Allegiance and Prayer:** Chief Payne led today s prayer.

**Board of Directors Roll Call**

**PUBLIC COMMENT:** None

**CHAIRMAN'S REMARKS:** Chairman Raymond introduced Mr. Eric Esquivel as a special guest with expertise in diversification.

**SPECIAL BOARD PRESENTATION:** Mr. Eric Esquivel, Consultant and publisher of La Isla Magazine, spoke of creating a plan to enhance and diversify the hiring process of BTFD to more reflect the community we serve. He stated that it is important to first complete a needs assessment to see where we are and then to create a program that would fit those needs. Chairman Raymond asked board members to think about Mr. Esquivel's information as they go into executive session later in the meeting.

**JULY BOARD MEETING MINUTES:** Director Lust motioned and Director Olsen seconded the minutes of the July 18, 2017 Board of Directors meeting be approved. The motion passed. (YEAS Raymond, Mike, Paolo, Olsen, Poindexter, Lust. NAYS None).

**FINANCIAL REPORT:** Chief Boulware reported that we are 8.33% through the FY 2018 budget year, with total expenditures reporting at 9.28%. Revenue requested year to day is 8.89%. Due to having 3 pay periods in July, payroll is slightly elevated. There was an insurance claim of \$2,500 to replace the time clock and tree damages due to lightning strike at Station 30. We received a \$66,000 credit back from SC

Workers Compensation after switching vendors. Workers Comp is also now paid monthly instead of quarterly. The impact fees balance is \$2,432,629. Auditor Lisa Wechsler will be here Sept. 6 for the day and again for the week of October 9. She will present the audit information at the November board meeting. Director Mike motioned and Director Olsen seconded to approve the Financial Report. The motion passed. (YEAS - Raymond, Mike, Paolo, Olsen, Poindexter, Lust. NAYS None).

- **FIRE CHIEF'S REPORT:**

- **Accreditation Focus Groups:** Per Chief Thompson, several public meetings have been set to discuss the accreditation process with the public. The first is specific to business owners and will be held on Monday, 8/28 at 6:00, with another meeting open to everyone at 7:00 that evening. The final meeting will be on Monday, 8/28, 7:00. All meetings will be held at the Station 35 classroom. As an added note, there are only 9 fire districts in SC that are accredited and less than 300 districts in the United States.
- **Safer Grant:** Chief Thompson announced that we have received notification of the Safer Grant. We are in the process of accepting the grant which will begin January 3, 2018. BTFD will receive 75% of the salaries for hiring 15 new employees this year, 75% next year, and 35% the final year. This was based on a needs assessment for a new station and hiring people to fill those roles.
- **Fire Prevention Statistics:** Chief Wiltse reported the Prevention office performed 217 Fire and Life Safety Inspections in July. Development plans review and approvals include Cypress Ridge phases, New Riverside, the Landings at New Riverside, commercial properties, and several public works areas. Public Education participated in 39 outreach events including numerous Spring Island groups, hospice care and special needs groups, and Bluffton PD for CPR certification. There were 12 CPR classes held in July, with 92 students taught. This does not include the BPD CPR training. Chief Wiltse noted that while residential trending seems to continue upward, commercial trending is downward.
- **Training Report:** Chief Sheriff reported there were 8 courses held with 54 personnel in attendance. Training included pediatric cardiac procedures, engine company hose evolutions, and probationary FF evaluations.
- **Operations Report:** Chief Cramer reported that July was another busy month, with 515 calls during the month and a total of 3,557 calls for 2017 thus far. We are averaging 10% higher call volume than one year ago. The average response time in July was 6:31 with a yearly average response time of 6:28 minutes.
- **Maintenance Update:** Chief McKinley reported the Maintenance Division completed 90 work orders for July: 62 for BTFD, 19 for Bluffton Police Department, and 9 for the Town of Bluffton. Station work and repairs include: Maintenance and Training the container boxes are being primed and painted; Station 30 the time clock was replaced and trees were removed, both caused by lightning strike; Station 33 bay door replacements are in the process of being installed. Fleet maintenance - all pumpers are in service with no mechanical issues. Mileage on the new pumpers are all fairly close which indicates the rotation process is working.
- **Chaplains Update:** In Director Hamilton's absence, there was no report.
- **Colleton River Fire Station 36 Update:** Chief Boulware shared pictures as Chief Thompson stated that work on a construction road has begun. There is still a mulch pile that needs to be

removed. It was established that Colleton River would remove the mulch pile, but for expedience, the site prep contractor will begin that process. Due to the updated construction codes and delay in permitting, etc., the cost of construction has increased from \$1,027,843 to \$1,176,836. Because we have plenty of money in the impact fee account, we only need the Board to vote on approve of the additional cost. The updated number will be presented to the County Council Finance Committee at its next scheduled meeting. Director Olsen motioned and Director Paolo seconded we accept the adjustment on the contract to cover the shortfall for the cost of Colleton River Station 36 construction. (YEAS Raymond, Mike, Paolo, Olsen, Poindexter, Lust. NAYS None.)

- **OLD BUSINESS:** None
- **NEW BUSINESS:** None
  - **EXECUTIVE SESSION:** The Board moved into Executive Session at 5:12. The Board returned from Executive Session at 5:58. No action or vote was taken.
- **ADJOURNMENT:** Director Olsen motioned and Director Thomas seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 5:34. (YEAS Raymond, Mike, Paolo, Olsen, Poindexter, Lust. NAYS None).