

**BLUFFTON TOWNSHIP FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Tuesday, September 19, 2017
Bluffton Fire Maintenance and Training Facility
MINUTES**

Board Members Present: Mike Raymond, Joe Paolo, Louis Poindexter, Elaine Lust, Paul Hamilton (4:09 arrival), Thomas Mike (4:18 arrival)

Absent: Ed Olsen

Members Present: John Thompson, Paul Boulware, Rick Cramer, Dan Wiltse, Terry Sheriff, Steve McKinley, Bob Payne, Pete Reid, Todd Harvey, Nancy Hyer, Leslie Jones Hart

VIA Video Conferencing: Trey Fludd, Keegan Alcock, Matthew Walleth, Duke Novak, Rod Oates, Dan Connelly, Brett Phillips, Walt Cooler, Eric Ligeikis, Andrew Horton, Tyler Marion, Adam Corn, Mike Tuten, Roberto Cuevas, Kevin Etheredge, Brandon Stevenson, Brendan Long, Kaleb Spears, Doug Favors, Don Matchette, Tyler Griffin, Tim Walsh, Dave Adams, David Romine, Shawn Fitzpatrick, Mike Rehill, Joel Martin, Craig Hysell, Jeff Smith, Chris Garniewicz, Mark Eiden, Andrew De La Cruz, Clay Daley

Community Members: Doug Volk

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: None

AUGUST BOARD MEETING MINUTES: Director Lust motioned and Director Poindexter seconded the minutes of the August 15, 2017 Board of Directors meeting be approved. The motion passed. (YEAS Raymond, Paolo, Poindexter, Lust. NAYS None. NO VOTE Hamilton, Mike).

FINANCIAL REPORT: Chief Boulware reported that we are 16.67% through the FY 2018 budget year, with total expenditures reporting at 13.33%. The second payroll for August had been delayed due to Hurricane Irma at the time of the report. The estimated payroll of \$370,000 will increase the total expenditures to approximately 15.5%. One capital expenditure project of 25 air packs was reported at \$24,460. The impact fees balance is \$2,744,433. Director Paolo motioned and Director Lust seconded to approve the Financial Report. The motion passed. (YEAS - Raymond, Paolo, Poindexter, Lust. NAYS None. NO VOTE Hamilton, Mike).

- **HURRICANE IRMA UPDATE:** Chief Thompson reported that BTFD had full staff report on Sunday, September 10, at 8:00 PM. All staff remained in their respective stations until 5:00 PM Monday. A 3-day supply of food was purchased as well as additional cots and supplies. FEMA will reimburse us for 75% of any hurricane-related expenses. This includes approximately \$70,000 for

payroll. There were no damages to any stations or facilities. Bluffton High School was used as a shelter for residents, with 88 people taking advantage of the facility that provided food and water. BTFD offered assistance at the school but none was needed.

- **FIRE CHIEF'S REPORT:**

- ***Fire Prevention Statistics:*** Chief Wiltse reported the Prevention office performed 303 Fire and Life Safety Inspections for the month of August. Development plans review and approvals include several Cypress Ridge phases, commercial properties, and other residential areas. Public Education participated in 25 outreach events including numerous BCSD groups, annual training for BTFD staff, local businesses, and Safe Kids Car Seat Technician Course and Certification. There were 21 CPR classes held in August, with 148 students taught.
 - ***Training Report:*** Chief Sheriff reported there were 5 courses held with 31 personnel in attendance. Training included medical assessment, company officer training, wildland fire crew training, and company ladder evolutions.
 - ***Operations Report:*** Chief Cramer reported that August was another busy month, with 512 calls during the month and a total of 4,069 calls for 2017 thus far. The average response time in August was 6:28 with a yearly average response time of 6:29 minutes. Director Lust noted the high call volume in Station 34 area, with most being service calls. She voiced her concern about the cost and asked if we are pursuing other options. Chief Thompson wants to bring in Maggie Clark to give an overview of how she contacts residents to explain medical options for them. Captain Levesque is also setting up a meeting with all neighborhood representatives as a way of introducing Ms. Clark and explaining her role with BTFD.
 - ***Maintenance Update:*** Chief McKinley reported the Maintenance Division completed 91 work orders for July: 62 for BTFD, 19 for Bluffton Police Department, 9 for the Town of Bluffton, and 1 for our newest customer, Technical College of the Lowcountry. Station work and repairs include: Maintenance and Training the container boxes are being primed and painted (There have been delays due to rain.); Station 30 everything is back to normal after repairs from lightning damage; Station 33 bay door replacements have been completed. Fleet maintenance - all pumpers are in service and preventative maintenance rotations have begun.
 - ***Chaplains Update:*** Director Hamilton had no update but mentioned that Chaplain Cranston was happy to spend time with BTFD and offer his support during hurricane Irma.
 - ***Colleton River Fire Station 36 Update:*** The building permit has been obtained. Chief Boulware met with the contractor yesterday. There was minor storm damage to the prep site, but the contractor has set March 2018 as a completion date.

- **OLD BUSINESS:** None

- **NEW BUSINESS:**

- ***Capital Projects Presentation:*** Several capital projects have been sent to all Board members and Chief Thompson has asked for a special meeting to discuss these. County Board is aware of Station 38 construction but they have no knowledge of the other projects being proposed. While these projects have been planned for some time, most are not in the budget. They will be funded through debt services or impact fee funds. The meeting will be held Tuesday, October 3, 4:00 PM at Station headquarters. A reminder will be sent out.

- **EXECUTIVE SESSION:** Director Paolo moved and Director Hamilton seconded the Board go into Executive Session to discuss personnel matters. (YEAS Raymond, Paolo, Poindexter, Lust, Hamilton, Mike. NAYS None). The Board moved into Executive Session at 4:43. The Board returned from Executive Session at 5:10. No votes were taken.
- **ADJOURNMENT:** Director Mike motioned and Director Poindexter seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 5:11. (YEAS Raymond, Paolo, Poindexter, Lust, Hamilton, Mike. NAYS None).