

**BLUFFTON TOWNSHIP FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Tuesday, February 20, 2018
Bluffton Fire District Headquarters
MINUTES**

Board Members Present: Mike Raymond, Joe Paolo, Louis Poindexter, Elaine Lust, Paul Hamilton, Thomas Mike

Absent: Ed Olsen

Members Present: John Thompson, Paul Boulware, Rick Cramer, Dan Wiltse, Terry Sheriff, Steve McKinley, Pete Reid, Rhett Livingston, Bob Payne, Joe Helms, Derek Church, Nancy Hyer, Leslie Jones Hart

VIA Video Conferencing: Joe Dembeck, Jason Williams, Jeremy Eby, Missy Keller, Ed Rhodes, Donald Boyd, Jake Hartley, Andrew Johnson, Derek Beeler, Taylor Kamp, Guillermo Holzmann, Ted Lange, Dwane Wilkinson, Blake Crosby, Chris Himes, Tony Crosetto, Jayme Beach, Randy McGarvey, David Romine, Jason Carle, Ben Rushing, David Mack, Paul Harrelson, Parker Dennis, Jerry Piccioli, Enrique Baez, Jeremy Lemus

Community Members: Doug Volk

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

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

Board of Directors Roll Call

PUBLIC COMMENT: None

CHAIRMAN'S REMARKS: Chairman Raymond remarked that illnesses had cancelled the scheduled workshop but hopes everyone will soon be well enough so it can be rescheduled.

JANUARY BOARD MEETING MINUTES: Director Lust motioned and Director Hamilton seconded the minutes of the January 16, 2018 Board of Directors meeting be approved. The motion passed. (YEAS – Raymond, Paolo, Poindexter, Lust, Hamilton, Mike. NAYS – None).

FINANCIAL REPORT: Chief Boulware reported that we are 58.33% through the FY 2018 budget year, with total expenditures reporting at 54.6%. All departments are reporting below average expenditures. Administration had several large expenditures, including workers' compensation, the first payment of the salary study, and payroll that includes the 15 new recruits. Workers Compensation fees will be approximately \$60,000 lower than last year as we have changed carriers. The current impact fees balance is \$2,159,927. Director Mike motioned and Director Poindexter seconded the Financial Report be accepted. The motion passed. (YEAS – Raymond, Paolo, Poindexter, Lust, Hamilton, Mike. NAYS – None).

- **Consent Agenda Approval:** Director Lust motioned and Director Hamilton seconded that all Consent Agenda reports be accepted as written. The motion passed. (YEAS – Raymond, Paolo, Poindexter, Lust, Hamilton, Mike. NAYS – None).
 - **Receipt of Training Update**
 - **Receipt of Maintenance Update** – Maintenance has a May River High School intern working several days a week. He receives credit based upon weekly reports turned in by Chief McKinley. The student is also part of the Explorer group.
 - **Receipt of Chaplains Update** – Director/Pastor Hamilton stated the Chaplains received peer training from Captain Reid and they are making progress as a group.
- **FIRE CHIEF’S REPORT:**
 - **Fire Prevention Update:** Chief Wiltse reported the Prevention office performed 153 Fire and Life Safety Inspections for the month of January. Development plans review and approvals include several commercial developments as well as housing developments, most of which are in the New River area. Public Education participated in 39 outreach events and installed 92 smoke alarms in 20 area homes. Per the construction report, we are below 1 million square feet of commercial construction due to several locations receiving their certificate of occupancy. That number will again be over 1 million next month as several new developments are in the works. Captain Lee Levesque has taken over the duties of Public Information Officer. He was also honored by Bluffton Chamber of Commerce as First Responder of the Year at its annual banquet. Congratulations, Captain Levesque!
 - **Operations Report:** Chief Cramer reported that January was a very busy month, with 593 calls. The average response time for the month was 7:01, well above the usual average. This was in large part due to the many calls received during the snow and ice storm in early January. Several apparatus were responding out of their districts because of the volume of calls at one time. The upside is that none of our vehicles were involved in any weather related incidences. Chief Cramer stated that no changes could have been made to lower the response times. However, the proposed Station 38 would have helped greatly to lower those numbers. The yearly average response time was 6:35 minutes. The new recruits, a very diverse group, are all doing well. Graduation for this class will be Friday, March 23. We hope to have the ceremony and reception at Lowcountry Community Church. More information will follow.
 - **Fire Station 36 Construction Update:** Chief Boulware reported that walls are painted and cabinets are in. The floors will be installed next. The compaction test was completed for the driveway and the concrete can now be poured. We are hoping for a March 22 opening.
 - **Fire Station 38 Progress Update:** Chief Thompson reported the engineering site work is beginning as well as compaction tests. A few trees may need to be removed but progress is being made.
 - **Fire Station 32 Progress Update:** The same engineering company is being used for the Station 32 project. They will survey and see how the new building will best sit on the site. This should start sometime later this week.
 - **Fire Station 37 Update:** Chief Boulware and Chief Cramer met with the Palmetto Bluff general manager. They were shown three conceptual plans for the upgrades to the bay and station and

chose one that will need minor modifications. We are making progress. Palmetto Bluff is paying for the architectural work and they believe construction can be completed in six months.

- ***Moss Creek Gate:*** The Moss Creek general manager wants to have the gate completed by Station 36 opening date. Moss Creek crews have done most of the work.
- **OLD BUSINESS:** No business.
- **NEW BUSINESS:**
 - ***FY2019 Budget Schedule:*** A booklet of the proposed budget was distributed showing an increase of 2.8% from last year. The FY2019 budget includes the addition of the 15 new recruits hired in January, the SAFER grant applications, and construction of Station 38. Pension increases have been included, but we hope that health insurance expenses stay the same. While the salary study may recommend changes in salaries, we don't have data as yet. We send the budget to the County by April 1 and County will pass the final budget by July 1. We are missing a big piece of data, the mil value, from the county. When we get that, we can calculate final budget numbers. A budget workshop is scheduled for Tuesday, March 13, 4:00 pm. We hope to have the salary study information by then as well.
- **ADJOURNMENT:** Director Hamilton motioned and Director Mike seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 4:48. (YEAS – Raymond, Paolo, Poindexter, Lust, Hamilton, Mike. NAYS – None).