

**BLUFFTON TOWNSHIP FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Tuesday, February 19, 2019
Bluffton Fire District Headquarters
MINUTES**

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

Absent: None

Members Present: John Thompson, Paul Boulware, Terry Sheriff, Dan Wiltse, Robert Payne, Steve McKinley, Pete Reid, Vernon Edenfield, Lee Levesque, Scott Cochran, Rhett Livingston, Crystal DeRosia-Kaznowski, Nancy Miller-Hyer, Linda Burton

VIA Video Conferencing: Matt Urys, Alex Sanchez, Greg Linacre, Veronica Gutierrez, Devin Montalvo, Jeff Kuehn, John Roe, Andrei Turner, Tom Lamb, Travis Boulware, Alex Elliott, Mike McComas, Blake Drew, Jason Brahm, Todd Shisler, Dylan Taylor, Sean Hyde, Ashdown, George Brown, Marcos Farr, TJ McCullion, Jayson Bowers, Rod Oates, Carson Stone, Whitney Brady, Hexamer, Tony Pavilonis, Joe Sirigu, Chris Griffin, Scott Smith

Community Members: Doug Volk

Meeting called to order at 4:01 pm by Chairman Raymond.

Prayer & Pledge of Allegiance: Led by Director Hamilton

Board of Directors Roll Call

PUBLIC COMMENT: None.

CHAIRMAN'S REMARKS: Chairman Raymond went to a dinner honoring Rick Caporale, who was on both the School Board and County Council for many years. He has decided not to seek re-election, but wanted to express his appreciation for what he has done for the community.

The Directors spoke about creating a formal program to get invitations out to bring members of the community to the monthly BTFD meetings.

PROMOTIONAL RECOGNITIONS

Chief Thompson and Deputy Chief Boulware had the honor of recognizing the following individuals for their promotions. Congratulations to all! Jeffrey Smith was not present, as he was out of town.

- **Jeffrey Smith – Lieutenant**
- **Walter Alt – Lieutenant**
- **Michael Provo – Lieutenant**
- **Paul Harrelson – Staff Lieutenant**

JANUARY BOARD SPECIAL MEETING MINUTES: Director Paolo motioned and Director Lust seconded that the minutes of the January 15, 2019 Board of Directors special meeting be approved. Unanimous approval. (YEAS –Raymond, Olsen, Poindexter, Paolo, Mike) NAYS – None)

JANUARY BOARD REGULAR MEETING MINUTES: Director Paolo motioned and Director Lust seconded that the minutes of the January 15, 2019 Board of Directors meeting be approved. Unanimous approval. (YEAS –Raymond, Olsen, Poindexter, Paolo, Mike) NAYS – None) ABSTAIN – Lust

FINANCIAL REPORT: Chief Boulware reviewed the Finance Report for the month of January 2019. We are through 58.33% of the current fiscal year, and the total expenditures year to date are at 60.62%. Administration is reporting at 62.97% of its budget. Operations reporting at 61.10%; Fire Prevention is at 56.16%; Training is reporting at 56.34%, and Maintenance is reporting at 54.15% of its budget. The revenue requested from County year to date is \$8,647,662 which is 57.84% of our budget.

Total of all expenditures for January 2019 were \$1,155,057; the quarterly Business Insurance payment was \$39,064; the monthly Workers Compensation payment was \$22,554, and the Impact fee expenditure July 1st through January 31st was \$134,345. The January Impact fee report has not been received as of yet, but it should be updated by next week.

MOTION: Director Paolo motioned and Director Olsen seconded that the January 2019 Financial Report be approved. Unanimous approval. (YEAS –Raymond, Olsen, Poindexter, Hamilton, Paolo, Lust, Mike) NAYS – None.)

CONSENT AGENDA APPROVAL: Director Poindexter motioned and Director Hamilton seconded that the February 2019 Consent Agenda be approved. Unanimous approval. (YEAS – Raymond, Hamilton, Olsen, Lust, Poindexter, Paolo, Mike) NAYS – None.)

- **Receipt of Training Update**
- **Receipt of Maintenance Update**
- **Chaplains Update – No Written Report Received**

FIRE CHIEF’S REPORT:

- **Fire Prevention Update:** Fire Marshal Wiltse reported that there were 244 Fire and Life Safety Inspections for January. Development Plans and Approvals reviewed or in the process of reviewing included Bluffton Park Crescent Market Preliminary Development

Plan for a 15,000 square foot commercial building; Landen Oak/Stock Farm Development Plan Amendment; The Rate Preliminary Development Plan (rehabilitation of The Rate at 35 Bridge Street); South of Broad Healthcare Master Plan Resubmittal for a Micro Hospital and infrastructure; and Church of the Cross Development Plan Amendment to add a chapel to the current site.

- The public education officer conducted 38 outreach events, as well as installed 63 smoke detectors in 14 homes this month and 8 car seat installations. In addition, Linda Burton is now a Certified Car Seat Technician.

Chief Thompson addressed the recent fatal fire at Shady Glen, and updated everyone that the victims that were brought to the burn center are all going to survive. Captain Levesque and members of the Explorer Program conducted a low key event this past Saturday that was very successful. Out of 177 houses, 115 homes have agreed to have smoke alarms installed. The goal is to conduct a similar event in a different neighborhood every quarter.

- **Operations Report:** Chief Edenfield presented the Operations Report for January, There were 478 calls; 7:15 was the average arrival time; and the 90% percentile arrival time was 10:52 for the district. Director Lust questioned why there were so many false alarms, and Chief Payne addressed her concern by stating that a lot of times there is equipment malfunctioning, and that it is a pretty typical amount.
- **Accreditation Progress Update:** They are still working with Chief Donohue on the FESSAM and are on track to meet the deadline of March 31st. Everything remains on schedule.
- **Project Funding Update:**
- The Pierce Quint arrived on January 16th. The crews are currently working with the vehicle to get it ready to be put into service at the Moss Creek station. The target date is the first week of March. Chief Cramer and some others are currently on a trip to Wisconsin to do the inspection on the heavy rescue truck. After it is completed, it will be transported to Spartan in Summerville, SC, where maintenance will conduct a final inspection before bringing it down to BTFD. A ceremony will be planned when both trucks have arrived.
- **Fire Station 31 Progress Update:** New Riverside will be discussed in Executive Session.
- **Fire Station 32 Progress Update:** The architect finished the plans and has submitted them to the county for a building permit.
- **Station 37 Progress Update:** It has passed inspection, and the project is moving forward once again.

- **Station 38 Progress Update:** The first pre-bid meeting took place on February 14th. The second pre-bid meeting will take place this Thursday. There were between six and eight architects present.

Director Paolo asked if the contractors that bid are considering solar power, and Chief Thompson said that he would look into it.

- **OLD BUSINESS:**
None
- **NEW BUSINESS:**

MOTION: Chairman Raymond made a motion to cease and desist with the Board Member's binders and paper archive of the monthly BTFD meetings. Seconded by Director Mike. Unanimous approval. (YEAS –Raymond, Olsen, Poindexter, Hamilton, Paolo, Lust, Mike) NAYS – None.)

Director Paolo handed out the County Charter and would like to each Board Member to have each member look at it and let have them present their comments to the Board. The Policy Manual is not enforced. The Policy Manual was a temporary document that was voted out.

- **EXECUTIVE SESSION**
- **Contractual Issues – Fire Station 31, Oldfield Property**

MOTION: Director Raymond motioned and Director Lust seconded to enter into executive session at 5:10 PM. Unanimous approval. (YEAS –Raymond, Olsen, Poindexter, Hamilton, Paolo, Lust, Mike) NAYS – None.)

MOTION: Director Paolo motioned and Director Olsen seconded to exit executive session at 5:50 PM. Unanimous approval. (YEAS –Raymond, Olsen, Poindexter, Hamilton, Paolo, Lust, Mike) NAYS – None.)

No votes were taken while in Executive Session.

ADJOURNMENT: Director Lust motioned and Director Mike seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 5:55PM. (YEAS – Raymond, Olsen, Lust, Mike, Paolo, Poindexter. NAYS – None.)

Respectfully Submitted,
Linda J. Burton
2/20/19