

**BLUFFTON TOWNSHIP FIRE DISTRICT  
BOARD OF DIRECTORS MEETING  
Tuesday, May 17, 2022  
Bluffton Fire District Headquarters  
MINUTES**

**Board Members Present:** Joe Walsh, Elaine Lust, Louis Poindexter, Paul Hamilton, Rick Krob, Dana Marsh

**Absent:** Joe Paolo

**Members Present:** Paul Boulware, Derek Church, Dan Wiltse, Steve McKinley, Anthony Van Es, Tracy Walling, Robert Payne, Amanda Cazenave

**MEETING CALLED TO ORDER at 4:00 pm by Chairman Poindexter.**

**INVOCATION & PLEDGE OF ALLEGIANCE**

**BOARD MEMBER ROLL CALL**

**ACCEPTANCE OF AGENDA:** Director Hamilton motioned and Director Marsh seconded to accept the agenda. Motion passed unanimously. (YEAS –Walsh, Poindexter, Hamilton, Krob, Marsh) (NAYS – None)

**CHAIRMAN’S REMARKS:** Chairman Poindexter stated that he presented their letter to the County Council with good feedback.

**PUBLIC COMMENT:** None.

**SWEARING IN CEREMONY FOR NEW BOARD MEMBER:** Chairman Poindexter swore in Mr. Joe Walsh as a new Director of the Bluffton Fire District Board.

**APPROVAL OF BOARD MEETING MINUTES:** Director Krob motioned, and Director Hamilton seconded the minutes of the April 12, 2022 Board of Directors meeting be approved. Motion passed. (YEAS – Walsh, Lust, Poindexter, Hamilton, Krob, Marsh) (NAYS – None)

**FINANCIAL REPORT:** Chief Boulware reviewed the Finance Report for the month of April 2022. We have completed 83.33% of the current fiscal year budget, and the total expenditures year to date are at 87.04%. The revenue requested year to date from the county was \$14,445,100, which is 86.18% of our \$16,761,722 budget. The fire impact fee balance as of April 30<sup>th</sup> is \$1,343,033.

Director Krob motioned and Director Walsh seconded that the April 2022 Financial Report be approved as submitted. Motion passed. (YEAS – Walsh, Lust, Poindexter, Hamilton, Krob, Marsh) (NAYS – None)

**CONSENT AGENDA APPROVAL:**

*Approved by the Fire Commission 6/21/2022.*

- **Receipt of Training Update**
- **Receipt of Maintenance Update**
- **Receipt of Fire Prevention Update**

Director Krob motioned, and Director Walsh seconded that the consent agenda be accepted. Motion passed. (YEAS – Walsh, Lust, Poindexter, Hamilton, Krob, Marsh) (NAYS – None)

**OLD BUSINESS:**

- **Receipt of Operations Update:** Chief Church reviewed the Operations Report, stating that lift and assist calls remain at approximately 10% of our total call volume. Alarm handling and turnout times have been added to the response time figures to give a more accurate view of the total time from initial call until arrival on-scene.

- ***Project Updates:***

***Accreditation Update:*** To date, fourteen (14) of the 19 objectives are complete (74%). The remaining objectives are in process and on schedule. The projected date to achieve all recommendation is May 1, 2022. The continuity of operations plan (COOP) will take an additional 18 months to accomplish.

***Strategic Plan Implementation Progress:*** The next update is scheduled to be published for the Board on August 16, 2022.

***Fire Station 34/Sun City Renovation:*** Earthquake drains were recommended by an engineering group and the County has decided to add them to the plans. The construction trailer and initial equipment has arrived at the site. They estimate the project to take 6 months to complete once they can begin.

***Fire Station 39/Sun City Property Acquisition:*** The County is working with Sun City’s legal to craft the lease language. Staff is awaiting the first draft of the lease and will bring it forward once it is received from County.

- ***COVID-19 Response Update:*** Chief Boulware stated that the District currently has zero employees out due to COVID.
- ***American Rescue Plan Act (ARPA):*** On March 28<sup>th</sup> County Council voted to approve the ordinance including special pay for the individuals employed by the County during the pandemic up to \$3000. This funding was distributed to employees on April 15<sup>th</sup>. The ordinance also includes funding for the project providing a state-of-the-art, countywide fire and EMS station alerting system. This project has a completion timeframe of 18-24 months from July 1, 2022.
- ***Beaufort County Fire Impact Fee Study:*** After much discussion the original impact fee ordinance was bifurcated into two separate ordinances prior to third and final reading on April 25, 2022. The first ordinance related solely to school impact fees. The second ordinance related to all other impact fees, including those allocated to the Bluffton

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Township Fire District. During the April 25, 2022, Council meeting, the school impact fee ordinance was repealed and a refund of all fees collected under the new fee was ordered to be provided to those who had paid the fees. The second ordinance, which contains the District's impact fees, was not voted on and placed on hold for 60 days so the Administrator can continue to negotiate with the municipalities on the collection of fees. At this meeting, Chairman Poindexter and the Board presented a letter of support for the fees.

- ***FY2023 Budget Process:*** Chief Boulware stated that the second reading at County Council for the budget is June 13<sup>th</sup> and the third reading will be June 20<sup>th</sup>.
- ***Update of the Sale of Surplus Equipment:*** Chief McKinley updated the Board on the District assets that were sold on govdeals.com. The District will receive \$4450 for the boat, \$2825 for the Ford Explorer, \$1255 for the 2000 Ford F250, \$286 for an old generator, for a total of \$8816.

#### **NEW BUSINESS:**

- ***Disposition of District Surplus Vehicles Discussion:*** Chief McKinley proposed liquidating three Tahoes and four gas powered ventilation fans on govdeals.com. In addition, the District would like to donate a 1991 air compressor to Allendale Fire Department that was donated to us. Director Hamilton motioned, and Director Marsh seconded to release and sell these District assets. Motion passed. (YEAS – Walsh, Lust, Poindexter, Hamilton, Krob, Marsh) (NAYS – None) Director Krob motioned, and Director Hamilton seconded to donate the air compressor to Allendale Fire Department. Motion passed. (YEAS – Walsh, Lust, Poindexter, Hamilton, Krob, Marsh) (NAYS – None)

**ADJOURNMENT:** Director Hamilton motioned, and Director Krob seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 4:54 PM. (YEAS – Walsh, Lust, Poindexter, Hamilton, Krob, Marsh) (NAYS – None)

Respectfully Submitted,  
Amanda Cazenave  
5-20-2022

*Approved by the Fire Commission 6/21/2022.*