

**BLUFFTON TOWNSHIP FIRE DISTRICT  
BOARD OF DIRECTORS MEETING  
Tuesday, June 21, 2022  
Bluffton Fire District Headquarters  
MINUTES**

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

**Absent:** None

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

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

**INVOCATION & PLEDGE OF ALLEGIANCE**

**BOARD MEMBER ROLL CALL**

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

**CHAIRMAN’S REMARKS:** The promotional ceremony for Mark Eiden will be moved to July, 19, 2022 meeting.

**PUBLIC COMMENT:** None. Director Lust requested that the District review the Bluffton PD’s new program regarding an aide riding along on calls and consider a similar solution including an advocate. Chairman Poindexter stated that we currently have a social worker that we partner with and we also have been talking to a group called Staying Connected within Sun City.

**APPROVAL OF BOARD MEETING MINUTES:** Director Hamilton motioned, and Director Lust seconded the minutes of the May 17, 2022 Board of Directors meeting be approved. Motion passed. (YEAS – Walsh, Lust, Paolo, Poindexter, Hamilton, Krob, Marsh) (NAYS – None)

**FINANCIAL REPORT:** Chief Boulware reviewed the Finance Report for the month of May 2022. We have completed 91.67% of the current fiscal year budget, and the total expenditures year to date are at 95.34%. The revenue requested year to date from the county was \$15,805,373, which is 94.29% of our \$16,761,722 budget. The fire impact fee balance as of May 31<sup>st</sup> is \$1,364,052.

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

*Approved by the Fire Board on July 19, 2022.*

## CONSENT AGENDA APPROVAL:

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

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

## OLD BUSINESS:

- **Receipt of Operations Update:** Chief Church reviewed the Operations Report. Outliers have been removed from the response time figures to give a more accurate view of the average response time for each station and overall as a district. Based on current call volume trends, is it projected that the District will exceed 9700 calls for 2022.

- **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) is starting this month and Director Krob and Director Paolo are sitting on that committee.

**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:** The County has decided to proceed with construction without installing earthquake drains. 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. This is an impact fee project.

- **COVID-19 Response Update:** Chief Thompson stated that the District currently has one employee out due to COVID bringing the total number to 68 employees affected since the beginning of the pandemic.
- **American Rescue Plan Act (ARPA):** The ordinance included 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 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

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with the municipalities on the collection of fees. The Town of Bluffton is now supporting this group of impact fees.

- ***FY2023 Budget Process:*** Chief Boulware stated that the third and final reading will be June 27<sup>th</sup>.

**NEW BUSINESS:** None.

**EXECUTIVE SESSION:** Director Paolo motioned, and Director Lust seconded to move into executive session at 4:27pm for a personnel matter related to an employee responsible to the Board. (YEAS – Walsh, Lust, Paolo, Poindexter, Hamilton, Krob, Marsh) (NAYS – None)

**MATTERS ARISING OUT OF EXECUTIVE SESSION:** The Board reconvened from executive session at 5:15 PM. There were no matters arising from executive session.

**ADJOURNMENT:** Director Paolo motioned, and Director Hamilton seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 5:17 PM. (YEAS – Walsh, Lust, Paolo, Poindexter, Hamilton, Krob, Marsh) (NAYS – None)

Respectfully Submitted,  
Amanda Cazenave  
6-28-2022

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