

**BLUFFTON TOWNSHIP FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Tuesday, August 15, 2023
Bluffton Fire District Headquarters
MINUTES**

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

Absent: None

Members Present: Paul Boulware, Derek Church, Adam Corn, Dan Wiltse, Stephen Combs, Steve McKinley

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

INVOCATION & PLEDGE OF ALLEGIANCE

BOARD MEMBER ROLL CALL

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

CHAIRMAN’S REMARKS: Chairman Poindexter noted about an article in the Bluffton Sun newspaper regarding the Project Life Saver program managed by Beaufort County Sheriff’s Office. Chairman Poindexter noted they will be having an event and will be giving out free wristbands for patients with Alzheimer’s and Dementia. Chief Church will be reaching out to the Sheriff’s Office regarding the program and the request for BTFD’s assistance when there is a related call.

PUBLIC COMMENT: None.

EMPLOYEE RECOGNITION:

- 3 new hires, firefighters Aiden Morel, Jose Camacho, Andrew Reinhardt
- Lt. Travis Boulware promotion to Station Captain
- Nancy Miller- Hyer received the Award of Financial Reporting Achievement for FY22

APPROVAL OF BOARD MEETING MINUTES: Director Krob motioned, and Director Marsh seconded the minutes of the July 18,2023 Board of Directors meeting be approved. Motion passed. (YEAS – Lust, Poindexter, Paolo, Rickett, Krob, Marsh, Hamilton) (NAYS – None)

FINANCIAL REPORT: Chief Church reviewed the Finance Report for the month of July 2023. We are through 8.33% of the 2024 fiscal year budget, and the total expenditures year to

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date are at 7.24%. The revenue requested year to date from the county was \$1,202,613.49, which is 5.81% of our \$20,709,201 budget. The current fire impact fee balance is \$964,271.02.

Director Krob motioned, and Director Rickett seconded that the June 2023 Financial Report be approved as submitted. Motion passed (YEAS – Lust, Poindexter, Paolo, Rickett, Krob, Marsh, Hamilton) (NAYS – None)

CONSENT AGENDA APPROVAL:

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

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

OLD BUSINESS:

- **Receipt of Operations Update:** Chief Corn reviewed the Operations Report for July. The overall call volume was 933 calls. The response time report and the response time heat map show a longer response time to calls in the areas covered by Station 34 and between Station 30 and Station 35 as they require a longer distance and time to get on scene.
- **Project Updates:**
 - Accreditation Update:* Currently there is no update for July.
 - Strategic Plan Implementation Progress:* Currently there is no update for July.
 - Fire Station 34/Sun City Renovation:* The project is still underway. The power has been turned on for the new addition. Light fixtures and flooring have been installed. HVAC was installed but there was a problem with condensation drainage and caused water damage to the ceiling sheetrock, which is now being replaced.
- **American Rescue Plan Act (ARPA):** There was a group discussion with the final pricing from the second vendor that has brought more technical questions up that need addressing by both vendors in the project. We are finalizing a set of questions for both final vendors to address with pricing to make the best qualified decision possible with the funds allocated for this project.
- **Classification and Compensation Study Update:** A proposed new pay matrix has been created that addresses compression of pay within the ranks. This is being reviewed to ensure that job descriptions and the pay matrix are all in line for current and future

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positions, and promotions going forward. This is a very detailed review to assure that each employee's pay is in line and correct with their position. No changes will be made until January 2024 time frame. Currently there is no update on this project for July.

- ***Fire Station 39/Sun City Property Acquisition:*** County Council has passed an ordinance to proceed with re-allocation of bond funds to build the new fire/EMS station (#39) in Sun City with a budget of \$5 Million. In conversation with the interim county administrator, now that the funds have been secured, county legal will be drawing up an (IGA) Intergovernmental Agreement between BTFD and Beaufort County for the project. This is supposed to be completed and sent to Beaufort County Council for approval this month.

PROJECTS ON HOLD:

- ***BTFD Lift and Assist Survey and Study:*** Currently there is no update for July.

NEW BUSINESS: None.

NOTE: Insurance on the vehicles/apparatuses has increased. This is to cover the cost in case any of the vehicles/apparatuses were involved in accidents. The amount will be higher than it was originally budgeted for.

ADJOURNMENT: Director Krob motioned, and Director Rickett seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 4:46 PM. (YEAS – Lust, Poindexter, Paolo, Rickett, Krob, Marsh, Hamilton) (NAYS – None)

Respectfully Submitted,
Hailey Smith
8/15/2023

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