

**BLUFFTON TOWNSHIP FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Tuesday, February 20, 2024
Bluffton Fire District Headquarters
MINUTES**

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

Absent: Paul Hamilton

Members Present: Paul Boulware, Derek Church, Adam Corn, Steve McKinley, Tracy Walling, Dan Wiltse, Steve McKinley, Benjamin Rushing

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

INVOCATION & PLEDGE OF ALLEGIANCE

BOARD MEMBER ROLL CALL

SWEARING IN OF NEW BOARD MEMBER OFFICERS:

- Dana Marsh, Treasurer Oath

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

CHAIRMAN’S REMARKS: Chairman Krob wanted to thank Director Poindexter for his service to the district and his time on the Fire Board. Director Poindexter was presented a commissioner helmet shield.

PUBLIC COMMENT: None.

EMPLOYEE RECOGNITION:

- Carter Dzieciolowski, Eric Morales, and Joseph Sweeney promoted to Firefighter II

APPROVAL OF BOARD MEETING MINUTES: Director Marsh motioned, and Director Lust seconded the minutes of the January 16, 2024, Board of Directors meeting be approved. Motion passed. (YEAS – Krob, Lust, Poindexter, Paolo, Marsh, Rickett) (NAYS – None)

FINANCIAL REPORT: Chief Church reviewed the Finance Report for the month of January 2024. We are through 58.33% of the 2024 fiscal year budget, and the total expenditures year to date are at 55.18%. The revenue requested year to date from the county was \$11,456,186, which is 55.32% of our \$20,709,201 budget. The current fire impact fee balance is \$1,066,541 (\$110,505 Increase).

Approved by the Fire Board 3-19-2024

Director Rickett motioned, and Director Poindexter seconded that the January 2024 Financial Report be approved as submitted. Motion passed (YEAS – Krob, Lust, Poindexter, Paolo, Marsh, Rickett) (NAYS – None)

CONSENT AGENDA APPROVAL:

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

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

OLD BUSINESS:

- **Receipt of Operations Update:** Chief Corn reviewed the Operations Report for January. The overall call volume was 894 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. Stations 30, 34, 35 and 38 remain the busiest stations.

Project Updates:

- ***Accreditation Update:*** There is no current update.
- ***Strategic Plan Implementation Progress:*** CPSE arrived, facilitated a one-day external stakeholders meeting, and then had a three-day internal stakeholders' workgroup in the last week of January. A draft copy of the plan is being prepared and reviewed before being brought to the board for review and approval.
- ***Fire Station 34/Sun City Renovation:*** All work has been substantially completed for crews to inhabit and work out of phases 1 and 2 of the project. The contractor is still working on items on the punch list to finalize the whole project.
- ***Fire Station 39/Sun City Property Acquisition:*** We have been working with Court Atkins and County Procurement to have the architect selected as the sole source vendor that can bring approximately \$123,000 of savings to the project team. This will need council approval before moving forward.
- ***American Rescue Plan Act (ARPA):*** County Council approved the request for the \$2.5 million for the station alerting contract at their February 12, 2024, meeting. The vendor will now develop an implantation schedule for all properties before starting.
- ***Classification and Compensation Study Update:*** Progress is occurring, and we will be bringing information forward soon.

Approved by the Fire Board 3-19-2024

PROJECTS ON HOLD:

- ***BTFD Lift and Assist Survey and Study:*** We are currently waiting on equipment. Once all the equipment has arrived, installation will begin to outfit the vehicle. The project schedule is expected to be mid-March.

NEW BUSINESS:

- ***BTFD AWARDS BANQUET:*** The annual Awards Banquet will be held on March 9, 2024, at 5:30pm at Hampton Hall.
- ***BUDGET WORKSHOP:*** The District is set to present the FY25 budget to County Council on April 12, 2024. There will be a Budget Workshop held on March 19, 2024, for the Board to review the FY25 Budget before it is presented to the County Council.

ADJOURNMENT: Director Rickett motioned, and Director Marsh seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 4:50 PM. (YEAS – Krob, Lust, Poindexter, Rickett, Marsh, Paolo) (NAYS – None)

Respectfully Submitted,
Hailey Smith
02/21/2024

Approved by the Fire Board 3-19-2024