

**BLUFFTON TOWNSHIP FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Tuesday, December 13, 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, Derek Church, Paul Boulware, Steve McKinley, Dan Wiltse, Terry Sheriff, Tracy Walling, Nancy Hyer

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: Chairman Poindexter recognized that today is Chief Thompson’s last meeting and he will be missed.

PUBLIC COMMENT: None.

EMPLOYEE RECOGNITION:

- Chief Anthony Van Es – CFAI Chief Training Officer Credential
- Promotion from FFIV to Fire Lieutenant Taylor Kamp

APPROVAL OF BOARD MEETING MINUTES: Director Paolo motioned, and Director Hamilton seconded the minutes of the November 15, 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 November 2022. We have completed 41.67% of the 2023 fiscal year budget, and the total expenditures year to date are at 43.01%. The revenue requested year to date from the county was \$8,017,290.86, which is 42.29% of our \$18,958,562 budget. The current fire impact fee balance is \$1,025,429.

Approved by the Fire Board 01-24-2023.

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

CONSENT AGENDA APPROVAL:

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

Director Krob motioned and Director Marsh 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 for November. Lift and Assist calls remain between 9-10% of total calls.

- ***Project Updates:***

Accreditation Update: To date, fourteen (14) of the 19 objectives are complete (74%). Two (2) of the five (5) remaining objectives are in process and on schedule. The remaining three (3) objectives involve other county entities and are not attainable at this time.

Strategic Plan Implementation Progress: The next update is scheduled for January 2023.

Fire Station 34/Sun City Renovation: Framing is nearly complete with the new building area now under roof. Work is moving forward to electrical, plumbing and HVAC rough ins. Sheet rock installation is scheduled for the end of the month.

Fire Station 39/Sun City Property Acquisition: The County and Sun City have come to an agreement on the donation of the property. Staff met with architects on the site and believes we can fit a station similar to Station 31 on that property. We have asked Ward Edwards Engineering for a more formal interpretation to review.

- ***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. The County has decided it wants to utilize a full Request for Qualifications (RFQ) process instead of the state contract. The RFQ submittals have been scored and a meeting of the evaluators was held on December 7th to tabulate the results. Three vendors were identified and will present during a meeting in January.
- ***Classification and Compensation Study Update:*** Tracy updated the Board on the meeting with the consultants and their tour of the District. They will get a study back to us by the end of December with their suggestions.

Approved by the Fire Board 01-24-2023.

- ***Consideration of a Resolution Accepting the Results of the FY2022 Annual Comprehensive Financial Report:*** Director Krob motioned and Director Marsh seconded that the consideration for a resolution be accepted. Motion passed. (YEAS – Walsh, Lust, Paolo, Poindexter, Hamilton, Krob, Marsh) (NAYS – None)

NEW BUSINESS:

- ***Discussion Related to the Annual Election of Board Member Officers:*** Director Marsh motioned and Director Hamilton seconded that the that the Board keep the slate of officers as is for the next year. Motion passed. (YEAS – Walsh, Lust, Paolo, Poindexter, Hamilton, Krob, Marsh) (NAYS – None)

ADJOURNMENT: Director Krob motioned, and Director Marsh seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 5:20 PM. (YEAS – Walsh, Lust, Paolo, Poindexter, Hamilton, Krob, Marsh) (NAYS – None)

Respectfully Submitted,
Amanda Cazenave
12-15-2022

Approved by the Fire Board 01-24-2023.