

**BLUFFTON TOWNSHIP FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Tuesday, February 21, 2023
Bluffton Fire District Headquarters
MINUTES**

Board Members Present: Elaine Lust, Louis Poindexter, Paul Hamilton, Rick Krob

Absent: Joe Paolo, Dana Marsh

Members Present: Paul Boulware, Derek Church, Steve McKinley, Dan Wiltse, Terry Sheriff, Tracy Walling, Rhett Livingston, Anthony Van Es, Jered Pritchett

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

INVOCATION & PLEDGE OF ALLEGIANCE

BOARD MEMBER ROLL CALL

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

CHAIRMAN’S REMARKS: Chairman Poindexter introduced Bill Rickett who has been selected as the Town of Bluffton appointee for the vacant Board seat pending County Council approval.

PUBLIC COMMENT: None.

EMPLOYEE RECOGNITION:

- Captain Paul Harrelson – professional credentialing for Fire Officer through CPSE
- New Employee Jered Pritchett for Data & GIS in Community Risk Reduction Division
- New Position for Ryan Yakscoe from Firefighter to Fire Inspector
- New Position for Elizabeth Mayes as Community Risk Reduction Educator

APPROVAL OF BOARD MEETING MINUTES: Director Krob motioned, and Director Hamilton seconded the minutes of the January 24, 2023 Board of Directors meeting be approved. Motion passed. (YEAS – Lust, Poindexter, Hamilton, Krob) (NAYS – None)

FINANCIAL REPORT: Chief Boulware reviewed the Finance Report for the month of January 2023. We have completed 58.33% of the 2023 fiscal year budget, and the total expenditures year to date are at 58.46%. The revenue requested year to date from the county was \$10,955,212, which is 57.79% of our \$18,958,562 budget. The current fire impact fee balance is \$1,065,982.

Approved by the Fire Board 3-21-2023.

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

OLD BUSINESS:

- **Receipt of Operations Update:** Chief Church reviewed the Operations Report for January. Overall call volume was 826 calls, with 96 of those being lift and assist calls.

- ***Project Updates:***

Accreditation Update: There is no update for February 2023.

Strategic Plan Implementation Progress: There is no update for February 2023.

Fire Station 34/Sun City Renovation: The project is still underway. Metal roofing is being installed and mechanicals are being finished up. The latest completion date is March 31st for the new add-on structure and August 31st for the renovation of the existing structure.

Fire Station 39/Sun City Property Acquisition: The County and Sun City have come to an agreement on the donation of the property. County Council passed it through final reading on February 13th and County legal said it would take about a month to finalize all the paperwork to transfer the ownership from Sun City HH Community Association to the County.

- ***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. Members of the procurement RFQ team met with the three finalists on Jan. 20th and each vendor has been asked to provide a final Request for Proposal for pricing and project parameters.
- ***CIP Debt Service Funding for Recurring Projects:*** County Council had its last of three reading 1/23, 2/13, 2/27 and had unanimous approvals for all three readings. The bonds will be going out for sale with a 60 day mandatory wait period and set to close the first week of May.
- ***Classification and Compensation Study Update:*** The consultants have submitted their report and presented options to our staff. After the classification study, then they will proceed with a compensation study.

Approved by the Fire Board 3-21-2023.

- ***Beaufort County Fire Impact Fee Ordinance:*** The Council passed the first reading for a text amendment to the Chapter 82 code ordinance for Impact Fees unopposed. This ordinance does not include the school board or EMS but does include Fire Facilities.

NEW BUSINESS:

- ***Addition of Deputy Chief of Administration as Signer on Bank Account:*** Chief Church will be added to the check signing register at South State Bank and Chief Thompson will be removed.
- ***Liquidation of Assets:*** Chief McKinley requested that the Board approve the District liquidating an old Ford ranger truck, a 1996 Ford F450 Super duty service truck, and the old fire investigation trailer if warranted after inspection, on govdeals.com. Director Hamilton motioned and Director Lust seconded to approve the request to liquidate these District assets. (YEAS – Lust, Poindexter, Hamilton, Krob) (NAYS – None)

ADJOURNMENT: Director Krob motioned, and Director Lust seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 4:45 PM. (YEAS – Lust, Poindexter, Hamilton, Krob) (NAYS – None)

Respectfully Submitted,
Amanda Cazenave
3-13-2023

Approved by the Fire Board 3-21-2023.