

**BLUFFTON TOWNSHIP FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Tuesday, September 20, 2022
Bluffton Fire District Headquarters
MINUTES**

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

Absent: Joe Paolo

Members Present: John Thompson, Paul Boulware, Derek Church, Dan Wiltse, Terry Sheriff, Steve McKinley, Anthony Van Es, Tracy Walling

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 Hamilton seconded to accept the agenda. Motion passed unanimously. (YEAS – Walsh, Lust, Poindexter, Hamilton, Krob, Marsh) (NAYS – None)

EMPLOYEE RECOGNITION:

- BTFD Running Team – Winners of the Columbia, SC Tunnel to Towers Race
- Amanda Cazenave, Chief Church, and IT Director Joe Helms for their work on the new BTFD website
- Captain Timothy Walsh for his work over the years on the original BTFD website
- Lieutenant Arlt for the planning and execution of the 9/11 Memorial Event
- Firefighter IV Eric Ligeikis for his article on mental health published in Fire House Magazine
- Chief Church celebrates 25 years with BTFD this week

CHAIRMAN’S REMARKS: Chairman Poindexter thanked Director Lust and the Republican Women of Southern Beaufort County for their first responder appreciation lunch event this week.

PUBLIC COMMENT: None.

APPROVAL OF BOARD MEETING MINUTES: Director Hamilton motioned, and Director Marsh seconded the minutes of the August 16, 2022 Board of Directors meeting be approved. Motion passed. (YEAS – Walsh, Lust, Poindexter, Hamilton, Krob, Marsh) (NAYS – None)

FINANCIAL REPORT: Chief Boulware reviewed the Finance Report for the month of August 2022. We have completed 16.66% of the 2023 fiscal year budget, and the total expenditures year to date are at 15.29%. The revenue requested year to date from the county was \$2,738,966,

Approved by the Fire Board 10-18-22.

which is 14.45% of our \$18,958,562 budget. The current fire impact fee balance is \$1,503,049. Director Hamilton requested a breakdown of our multiple software subscriptions for the next meeting.

CONSENT AGENDA APPROVAL:

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

OLD BUSINESS:

- **Receipt of Operations Update:** Chief Church reviewed the Operations Report stating that overall call volume decreased overall by 57, but on Aug 21st they ran 53 calls on a single shift. Director Lust requested additional information regarding the increased response time for Station 36.

- ***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. The projected date to achieve all recommendation was May 1, 2022.

Strategic Plan Implementation Progress: The last update was provided to the Board on August 16, 2022 and Chief Sheriff addressed the directors' questions and comments.

Fire Station 34/Sun City Renovation: This project is underway. Wiring that was originally installed has to be removed and replaced due to corrosion while left exposed for extended period of time. The concrete slab will be poured this week and framing will begin next week. The addition is expected to be completed near December 2022.

Fire Station 39/Sun City Property Acquisition: The County is working with Sun City's legal to verify the property lines from the survey and secure the property. 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 COVID is now an endemic disease in terms of the way the District is handling it. This will be the last official report on COVID unless there is a substantial uptick in its occurrence and complications to the District's ability to provide service.
- ***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 reason for the change in direction is based on the projected amount of the contract (\$2.5M) as well as the use of Federal funds. Therefore,

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County Procurement wanted a full process. Due to the change, the timeline will likely slip and a contract will likely not be signed before the first of the year (January 2023).

- ***Beaufort County Fire Impact Fee Study:*** The old impact fee ordinance remains in place.

EXECUTIVE SESSION: The Board moved into executive session at 4:50pm for discussion on a special project contract.

MATTERS ARISING OUT OF EXECUTIVE SESSION: The Board reconvened from executive session at 5:25 PM. There were no matters arising from executive session.

NEW BUSINESS:

- ***Selling of a Department Asset:*** Chief Boulware requested approval from the Board to auction off an old generator that used to be at Station 32. Director Krob motioned, and Director Marsh seconded to auction the generator. (YEAS – Walsh, Lust, Poindexter, Hamilton, Krob, Marsh) (NAYS – None)

ADJOURNMENT: Director Krob motioned, and Director Lust seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 5:30 PM. (YEAS – Walsh, Lust, Poindexter, Hamilton, Krob, Marsh) (NAYS – None)

Respectfully Submitted,
Amanda Cazenave
9-21-2022

Approved by the Fire Board 10-18-22.