

**BLUFFTON TOWNSHIP FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Tuesday, December 16, 2025
Bluffton Fire District Headquarters
MINUTES**

Board Members Present: Bill Rickett, Drew Bedingfield, Joe Paolo, Natalie Majorkiewicz

Absent: Paul Hamilton, Dana Marsh

Members Present: Derek Church, Adam Corn, Steve McKinley, Tracy Walling, Rhett Livingston

MEETING CALLED TO ORDER at 4:00, pm by Vice Chairman Bill Rickett.

INVOCATION & PLEDGE OF ALLEGIANCE

BOARD MEMBER ROLL CALL

ACCEPTANCE OF AGENDA: Vice Chair Rickett moved to accept the agenda. Commissioner motioned Bedingfield, and Commissioner Paolo seconded to accept the agenda. Motion passed unanimously. (YEAS – Bedingfield, Paolo, Rickett, Majorkiewicz,) (NAYS – None)

CHAIRMAN’S REMARKS: None.

PUBLIC COMMENT: None.

EMPLOYEE RECOGNITION:

- William Hall promoted to FF II
- Ryan Yakscoe promoted to Senior Fire Inspector

APPROVAL OF BOARD MEETING MINUTES: Commissioner Rickett motioned to correct the minutes from last meeting where it stated he motioned. Commissioner Bedingfield is who motioned. Commissioner Majorkiewicz motioned to approve as corrected, and Commissioner Bedingfield seconded the minutes of November 18, 2025, Board of Commissioners meeting be approved. Motion passed. (YEAS – Bedingfield, Majorkiewicz, Paolo, Rickett) (NAYS – None)

FINANCIAL REPORT: Chief Church reviewed the Finance Report for the month of November 2025. We are through 41.67% of the 2026 fiscal year budget, and the total expenditures year to date is 37.67%. The revenue requested year to date from the County was \$9,822,974, which is 36.5% of our \$26,913,566 budget. The current fire impact fee balance is \$18,444,911 (Increase of \$37,237).

Commissioner Bedingfield motioned, and Commissioner Paolo seconded that the November 2025 Financial Report be approved as submitted. Motion passed (YEAS – Bedingfield, Majorkiewicz, Paolo, Rickett) (NAYS – None)

Approved by Fire Board 1/20/2026

CONSENT AGENDA APPROVAL:

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

Commissioner Bedingfield motioned, and Commissioner Majorkiewicz seconded that the consent agenda be accepted. Motion passed. (YEAS – Bedingfield, Majorkiewicz, Paolo, Rickett) (NAYS – None)

OLD BUSINESS:

- **Receipt of Operations Update:** Chief Corn reviewed the Operations Report for September. The overall call volume was 906 calls. Stations 38, 34, 30, and 35 are still the busiest stations.

PROJECT UPDATES:

- ***Strategic Plan Implementation Progress:*** Chief Livingston continues to work with the team leaders to start working on strategic goals.
- ***Fire Station 39/Sun City Property Acquisition:*** The design process is going well and running slightly ahead of schedule. The current timeline has construction starting in January of 2026 with an estimated completion date range of September or October of 2026.
- ***American Rescue Plan Act (ARPA):*** Bryx is still working on the dispatch center part of the project.
- ***Policy Update Process:*** Tracy Walling, HR Director, has assembled a team and they are actively working on updating our policies.
- ***Old Station 32:*** Our lawyer is still working with the heir's lawyer and waiting for them to provide proof of their right to the property.
- ***Approval to Adopt the Annual Comprehensive Financial Report for FY25:*** Approval of the Annual Comprehensive Financial Report for FY25.

Commissioner Bedingfield motioned, and Commissioner Majorkiewicz seconded that the Annual Comprehensive Report be accepted. Motion passed. (YEAS – Bedingfield, Majorkiewicz, Paolo, Rickett) (NAYS – None)

NEW BUSINESS:

Approved by Fire Board 1/20/2026

- **2026 Proposed Board Meeting Schedule:** Review proposed dates for 2026 Board meeting dates. Dates approved as presented. Commissioner Majorkiewicz motioned, and Commissioner Paolo seconded that the board schedule be approved. Motioned passed. (YEAS – Bedingfield, Majorkiewicz, Paolo, Rickett) (NAYS – None)
- **Training Building Repairs:** Cost is \$127,855.50 to repair the training tower and upfit the training tower to prevent further damage. This would be a sole source contract, and the request has been sent to County Procurement. Commissioner Bedingfield motioned, and Commissioner Paolo seconded for the repairs to the training building be approved. Motioned passed. (YEAS – Bedingfield, Majorkiewicz, Paolo, Rickett) (NAYS – None)

ADJOURNMENT: Commissioner Majorkiewicz motioned, and Commissioner Bedingfield seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 4:33 PM. (YEAS –Bedingfield, Majorkiewicz, Paolo, Marsh) (NAYS – None)

Respectfully Submitted,
Hailey Smith
12/16/2025

Approved by Fire Board 1/20/2026