

**BLUFFTON TOWNSHIP FIRE DISTRICT
BOARD OF COMMISSIONERS MEETING
Tuesday, April 21, 2026
Bluffton Fire District Headquarters
MINUTES**

Board Members Present: Bill Rickett, Dana Marsh, Paul Hamilton, Natalie Majorkiewicz, Glenn Williams, Joe Paolo

Absent:

Members Present: David Hindman, Derek Church, Adam Corn, Steve McKinley, Tracy Walling, Rhett Livingston, Daniel Wiltse, Paul Harrelson, Terry Sheriff

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 Majorkiewicz motioned, and Commissioner Marsh seconded to accept the agenda. Motion passed unanimously. (YEAS – Marsh, Williams, Rickett, Majorkiewicz, Hamilton, Williams, Paolo) (NAYS – None)

CHAIRMAN’S REMARKS: None.

PUBLIC COMMENT: None.

EMPLOYEE RECOGNITION:

- FF Brandon Erickson promoted to Driver Operator
- FF Jordan Barrow promoted to Driver Operator

APPROVAL OF BOARD MEETING MINUTES: Commissioner Marsh motioned, and Commissioner Hamilton seconded the minutes of March 17, 2026, Board of Commissioners meeting be approved. Motion passed. (YEAS – Rickett, Majorkiewicz, Williams, Marsh, Hamilton, Paolo) (NAYS – None)

APPROVAL OF BUDGET WORKSHOP MINUTES: Commissioner Williams motioned, and Commissioner Majorkiewicz seconded the minutes of April 9, 2026, Board of Commissioners Budget Workshop meeting be approved. Motion passed. (YEAS – Rickett, Majorkiewicz, Williams, Marsh, Hamilton, Paolo) (NAYS – None)

Approved by the Fire Board 5/19/2026

FINANCIAL REPORT: Chief Church reviewed the Finance Report for the month of March 2026. We are through 75% of the 2026 fiscal year budget, and the total expenditures year to date is 69.29%. The revenue requested year to date from the County was \$18,683,543, which is 69.42% of our \$26,913,566 budget. The current fire impact fee balance is \$2,049,082 (Increase of \$104,870).

Commissioner Hamilton motioned, and Commissioner Pao seconded that the March 2026 Financial Report be approved as submitted. Motion passed (YEAS – Marsh, Williams, Rickett, Majorkiewicz, Hamilton, Paolo) (NAYS – None)

CONSENT AGENDA APPROVAL:

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

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

OLD BUSINESS:

- **Receipt of Operations Update:** Chief Corn reviewed the Operations Report for September. The overall call volume was 969 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:*** County Council has passed 2 readings to fully fund Station 39. A groundbreaking ceremony will take place in May.
- ***American Rescue Plan Act (ARPA):*** No update.
- ***Policy Update Process:*** A deadline has been established for committee input. Final reviews and rollout should begin in March.
- ***Old Station 32:*** No update.
- ***Station 32/EMS QRV 27:*** We are maintaining ALS coverage at Station 32 while the EMS QRV is out of service. No update.

Approved by the Fire Board 5/19/2026

- **Facilities:**
 - **Training building-** is awaiting arrival of supplies prior to the work beginning for repair. Asphalt repairs/sealing are set to begin soon at MainTrain.
 - **Admin Annex-** Asphalt repairs/sealing are set to begin soon.
 - **Station 35-** bays doors are completed. Asphalt repairs/sealing are set to begin soon.
- **Need Assessments/CIP:** Continuing to assess infrastructure needs to develop CIP and prioritize improvements and repairs around the district.
 - Apparatus committee continues to work to refine Engine design. The committee has been meeting with multiple manufacturers over the past weeks to look at different apparatus.
 - Continuing to assess infrastructure needs to develop CIP and prioritize improvements and repairs.
 - Work task analysis is on-going to assess personnel needs, efficiency, and workload management.
- **Chiefs Remarks:** The Open house for a Public Safety recruiting event will take place on May 2nd. We have invited Beaufort County Sheriff's Office, EMS, and Bluffton Police Department.
- **Policy Update Approval:** We are continuing to work through updating all policies and procedures in batches.

NEW BUSINESS

- **FY27 Budget Proposal:** The FY27 budget was presented at the Budget Workshop on April 9, 2026. The proposed budget for FY27 is \$28,887,057. May 5th is the Finance Committee meeting where the budget will be presented.

Commissioner Paolo motioned, and Commissioner Rickett seconded that the FY27 budget be approved as presented. Motion passed. (YEAS – Marsh, Williams, Rickett, Majorkiewicz, Hamilton, Paolo) (NAYS – None)

ADJOURNMENT: Commissioner Majorkiewicz motioned, and Commissioner Marsh seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 4:17 PM. (YEAS – Rickett, Williams, Marsh, Hamilton, Majorkiewicz, Paolo) (NAYS – None)

Respectfully Submitted,
Hailey Smith

Approved by the Fire Board 5/19/2026

04/21/2026

Approved by the Fire Board 5/19/2026