

**BLUFFTON TOWNSHIP FIRE DISTRICT  
BOARD OF DIRECTORS MEETING  
Tuesday, June 18, 2024  
Bluffton Fire District Headquarters  
MINUTES**

**Board Members Present:** Rick Krob, Bill Rickett, Natalie Majorkiewicz, Dana Mars, Joe Paolo, Paul Hamilton

**Absent:**

**Members Present:** Paul Boulware, Steve McKinley, Rhett Livingston, Terry Sheriff, Tracy Walling, Dan Wiltse

**MEETING CALLED TO ORDER at 4:00, pm by Chairman Krob.**

**INVOCATION & PLEDGE OF ALLEGIANCE**

**BOARD MEMBER ROLL CALL**

**ACCEPTANCE OF AGENDA:** Chairman Krob moved to accept the agenda. Director Rickett motioned, and Director Marsh seconded to accept the agenda. Motion passed unanimously. (YEAS – Krob, Marsh, Paolo, Rickett, Hamilton, Majorkiewicz) (NAYS – None)

**CHAIRMAN’S REMARKS:** Chairman Krob

**PUBLIC COMMENT:** None.

**EMPLOYEE RECOGNITION:**

- David Augner, Tim King, & Chris Snowden promotion to FF II
- Brandon Morgan promotion to FF III

**APPROVAL OF BOARD MEETING MINUTES:** Director Rickett motioned, and Director Marsh seconded the minutes of the May 21, 2024, Board of Directors meeting be approved. Motion passed. (YEAS – Krob, Marsh, Paolo, Rickett, Majorkiewicz, Hamilton) (NAYS – None)

**FINANCIAL REPORT:** Chief Boulware reviewed the Finance Report for the month of May 2024. We are through 91.67% of the 2024 fiscal year budget, and the total expenditures year to date are at 89.18%. The revenue requested year to date from the county was \$18,401,227, which is 88.86% of our \$20,709,201 budget. The current fire impact fee balance is \$1,182,353(\$76,611 Increase).

Director Marsh motioned, and Director Hamilton seconded that the May 2024 Financial Report be approved as submitted. Motion passed (YEAS – Krob, Marsh, Paolo, Rickett, Majorkiewicz, Hamilton) (NAYS – None)

*Approved by the Fire Board 7/16/2024*

### CONSENT AGENDA APPROVAL:

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

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

### OLD BUSINESS:

- **Receipt of Operations Update:** Chief Boulware reviewed the Operations Report for May. The overall call volume was 888 calls. The response time report and the response time heat map show a longer response time to calls in the areas covered by Station 34 and between Station 30 and Station 35 as they require a longer distance and time to get on scene. Stations 30, 34, 35 and 38 remain the busiest stations

#### *Project Updates:*

- **Accreditation Update:** The Annual Compliance Report (ACR) has been submitted to CPSE for review (4-6 months); this will be the last reporting cycle.
- **Strategic Plan Implementation Progress:** Team leads have been identified and are in the midst of establishing their teams to move forward.
- **Fire Station 39/Sun City Property Acquisition:** RFQ has just closed, and we have had several vendors make appointments to view our stations to see what they look like in preparation for their submittals.
- **American Rescue Plan Act (ARPA):** We are still on target for an August installation in Bluffton.
- **Classification and Compensation Study Update:** Staff is actively preparing the new pay scale based on the approval from County Council's final reading of the FY25 budget ordinance on June 24, 2024.
- **RFP-BTFD Training Facility Concrete:** This Request for Proposal has been advertised and closed for bids on June 13, 2024. Several vendors have asked questions and made site visits. We had 4 vendors bid, with MAJ Enterprises being the winner of the bid.

### NEW BUSINESS

*Approved by the Fire Board 7/16/2024*

- ***FY25 Budget Update:*** The FY25 budget was presented to the Finance Committee on May 1st. The first reading will be held on May 28<sup>th</sup>, the second (public hearing) reading is on June 24<sup>th</sup>, and the final 3<sup>rd</sup> reading will be on June 27<sup>th</sup>. The budget request for FY25 is \$23,606,911.

**ADJOURNMENT:** Director Marsh motioned, and Director Hamilton seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 4:26 PM. (YEAS – Krob, Marsh, Hamilton, Rickett, Majorkiewicz, Paolo) (NAYS – None)

Respectfully Submitted,  
Hailey Smith  
06/19/2024

*Approved by the Fire Board 7/16/2024*