

**BLUFFTON TOWNSHIP FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Tuesday, July 16, 2024
Bluffton Fire District Headquarters
MINUTES**

Board Members Present: Rick Krob, Bill Rickett, Natalie Majorkiewicz, Dana Marsh, Joe Paolo (Zoom)

Absent: Paul Hamilton

Members Present: Derek Church, Adam Corn, Steve McKinley, Paul Harrelson, Tracy Walling, Dan Wiltse, Ben Rushing

MEETING CALLED TO ORDER at 4:03, 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, Majorkiewicz) (NAYS – None)

CHAIRMAN’S REMARKS: None.

PUBLIC COMMENT: None.

EMPLOYEE RECOGNITION:

- Daniel Norton, Carter Barrett, Jayson Bowers completed and passed the National Registry Paramedic
- Vincent Dean completed and passed the National Registry AEMT
- Lt. Dustin Brown promoted to Station Captain

APPROVAL OF BOARD MEETING MINUTES: Director Rickett motioned, and Director Marsh seconded the minutes of the June 18, 2024, Board of Directors meeting be approved. Motion passed. (YEAS – Krob, Marsh, Paolo, Rickett, Majorkiewicz) (NAYS – None)

FINANCIAL REPORT: Chief Church reviewed the Finance Report for the month of June 2024. We are through 100% of the 2024 fiscal year budget, and the total expenditures year to date are at 96.99%. The revenue requested year to date from the county was \$20,080,284, which is 96.96% of our \$20,709,201 budget. The current fire impact fee balance is \$1,887,464 (\$5,111 Increase).

Approved by the Fire Board 8/20/2024

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

CONSENT AGENDA APPROVAL:

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

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

OLD BUSINESS:

- **Receipt of Operations Update:** Chief Corn reviewed the Operations Report for June. The overall call volume was 872 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:*** Chief Livingston has a meeting scheduled for July 17th to finalize the COOP (continuity of operation plan) as part of the re-accreditation process.
- ***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:*** The first round of vendor grading has been completed and the top three of seven submitted will be brought in for project presentations from August 6th-8th. Vendors will then be graded for the top choice to move forward.
- ***American Rescue Plan Act (ARPA):*** We are still on target for an August installation in Bluffton. Hilton Head is up and running as they have their own dispatch and are satisfied with the system. Lady's Island and the City of Beaufort have had their installations and are satisfied with the outcome.
- ***Classification and Compensation Study Update:*** The new pay scale is prepared and will be implemented in the employees' second pay period of July.
- ***RFP-BTFD Training Facility Concrete:*** MAJ Enterprises was the winning bidder for a total price of \$440,000. Before proceeding, there will be two readings for approval in August. Once approved, the vendor can start the project.

Approved by the Fire Board 8/20/2024

NEW BUSINESS

- ***FY25 Budget Update:*** The FY25 budget has been approved for \$23,606,911.

EXECUTIVE SESSION: Fire Board discussion on the appointment of the current vacant board position.

Director Rickett moved to enter Executive Session. Director Marsh seconded. The motion was passed, and the Executive Session began at 4:30 pm. (YEAS –Paolo, Marsh, Krob, Rickett, Majorkiewicz) (NAYS – None)

Director Marsh moved to end the Executive Session. Director Rickett seconded. The motion was passed, and the Executive Session ended at 4:33 pm. (YEAS –Paolo, Marsh, Krob, Rickett, Majorkiewicz) (NAYS – None)

Director Majorkiewicz moved to appoint Director Rickett as the Vice Chair; Director Marsh seconded. The motion was passed. (YEAS- Krob, Marsh, Paolo, Majorkiewicz, Rickett) (NAYS-None).

ADJOURNMENT: Director Marsh motioned, and Director Majorkiewicz seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 4:37 PM. (YEAS – Krob, Marsh, Rickett, Majorkiewicz, Paolo) (NAYS – None)

Respectfully Submitted,
Hailey Smith
07/16/2024

Approved by the Fire Board 8/20/2024