

**BLUFFTON TOWNSHIP FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Tuesday, December 17, 2024
Bluffton Fire District Headquarters
MINUTES**

Board Members Present: Rick Krob, Bill Rickett, Natalie Majorkiewicz, Joe Paolo, Paul Hamilton, Drew Bedingfield, Dana Marsh

Absent:

Members Present: Paul Boulware, Derek Church, Adam Corn, Dan Wiltse, Rhett Livingston

MEETING CALLED TO ORDER at 4:07, pm by Chairman Krob.

INVOCATION & PLEDGE OF ALLEGIANCE

BOARD MEMBER ROLL CALL

ACCEPTANCE OF AGENDA: Amendment needed for the agenda to add the 11-C for the approval of the FY24 Comprehensive Annual Financial report. Chairman Marsh moved to accept the agenda. Director Rickett motioned, and Director Marsh seconded to accept the agenda. Motion passed unanimously. (YEAS – Krob, Paolo, Rickett, Majorkiewicz, Hamilton, Bedingfield, Marsh) (NAYS – None)

CHAIRMAN’S REMARKS: None.

PUBLIC COMMENT: None.

EMPLOYEE RECOGNITION:

- Aiden Morel promoted to Firefighter II
- Matthew Craig promoted to Firefighter II

APPROVAL OF BOARD MEETING MINUTES: Director Paolo motioned, and Director Rickett seconded the minutes of the November 19, 2024, Board of Directors meeting be approved as corrected. Motion passed. (YEAS – Krob, Paolo, Rickett, Majorkiewicz, Hamilton, Bedingfield, Marsh) (NAYS – None)

FINANCIAL REPORT: Chief Church reviewed the Finance Report for the month of November 2024. We are through 41.67% of the 2024 fiscal year budget, and the total expenditures year to date are at 40.71%. The revenue requested year to date from the county was \$9,594,160, which is 40.64% of our \$23,606,911 budget. The current fire impact fee balance is \$1,499,932 (\$55,908 Increase).

Approved by the Fire Board 1/28/2025

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

CONSENT AGENDA APPROVAL:

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

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

OLD BUSINESS:

- **Receipt of Operations Update:** Chief Corn reviewed the Operations Report for November. The overall call volume was 859 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 Community Risk Standard of Cover has been completed and is being reviewed for final approval. The program managers have been working on the SAM. The goal is to submit all work at the beginning of February.
- ***Strategic Plan Implementation Progress:*** No update other than crews are working on their goals and plans.
- ***Fire Station 39/Sun City Property Acquisition:*** We received notice that the design part of the project will be on the January 21st committee agenda for approval where it will then go to the full county council for approval.
- ***American Rescue Plan Act (ARPA):*** Bryx is receiving CAD data from dispatch and will be sending down technicians the week of December 16th to visit each location for testing and fixing any loose ends that are needed. We have been testing the mobile application successfully, but there are also some issues that should be fixed this month.
- ***RFP-BTFD Training Facility Concrete:*** The contractor is approximately 75% complete with the project and should be completed by mid- January, if not sooner.
- ***Approval to adopt the Annual Comprehensive Financial Report for FY24:*** Chairman Krob motioned to approve the Annual Comprehensive Financial Report for FY24.

Approved by the Fire Board 1/28/2025

Director Marsh motioned, and Director Rickett seconded. Motion passed. (YEAS – Krob, Rickett, Majorkiewicz, Paolo, Hamilton, Bedingfield, Marsh) (NAYS – None)

NEW BUSINESS:

- ***BOARD SCHEDULE:*** Review proposed dates for next year Board meeting dates. Dates approved as presented. Director Rickett motioned, and Director Marsh seconded that the audit report be approved. Motion passed. (YEAS – Krob, Rickett, Majorkiewicz, Paolo, Hamilton, Bedingfield, Marsh) (NAYS – None)

EXECUTIVE SESSION: Discussion of personnel matters with the board. Chief Boulware has asked to retire at the end of the month and be re-hired 30 days after as recommended in the resolution and permissible by the SC Retirement System Plan Documents. Motion to accept Chief Boulware retire/re-hire. Director Marsh motioned; Director Hamilton seconded. Motion passed. (YEAS – Krob, Rickett, Majorkiewicz, Paolo, Hamilton, Bedingfield, Marsh) (NAYS – None)

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

Director Marsh moved to end the Executive Session. Director Rickett seconded. The motion was passed, and the Executive Session ended at 4:55 pm. (YEAS – Paolo, Marsh, Krob, Rickett, Majorkiewicz, Bedingfield, Hamilton) (NAYS – None)

ADJOURNMENT: Director Majorkiewicz motioned, and Director Marsh seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 5:00 PM. (YEAS – Krob, Rickett, Majorkiewicz, Paolo, Hamilton, Bedingfield, Marsh) (NAYS – None)

Respectfully Submitted,
Hailey Smith
12/17/2024

Approved by the Fire Board 1/28/2025