

**BLUFFTON TOWNSHIP FIRE DISTRICT  
BOARD OF DIRECTORS MEETING  
Tuesday, July 15, 2025  
Bluffton Fire District Headquarters  
MINUTES**

**Board Members Present:** Bill Rickett, Drew Bedingfield, Joe Paolo, Dana Marsh, Natalie Majorkiewicz (arrived late)

**Absent:** Paul Hamilton

**Members Present:** Derek Church, Dan Wilkes, Paul Harrelson, Steve McKinley, Tracy Walling

**MEETING CALLED TO ORDER at 3:04, pm by Vice Chair Rickett.**

**INVOCATION & PLEDGE OF ALLEGIANCE**

**BOARD MEMBER ROLL CALL**

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

**CHAIRMAN’S REMARKS:** Vice Chair Rickett ask to please keep Director Hamilton in their thoughts as he has had surgery.

**PUBLIC COMMENT:** None.

**EMPLOYEE RECOGNITION:**

- TJ McCullion promoted to Lieutenant
- Dan Connelly promoted to Lieutenant
- Jason Williams promoted to Lieutenant
- Derek Adams promoted to Driver Operator
- Carson Thayer promoted to Firefighter II

**APPROVAL OF BOARD MEETING MINUTES:** Director Bedingfield, motioned, and Director Marsh seconded the minutes of June 24, 2024, Board of Directors meeting be approved. Motion passed. (YEAS – Rickett, Bedingfield, Majorkiewicz, Paolo, Marsh) (NAYS – None)

**FINANCIAL REPORT:** Chief Church reviewed the Finance Report for the month of June 2025. We are through 100% of the 2025 fiscal year budget, and the total expenditures year to date is 96.78%. The revenue requested year to date from the County was \$22,869,919, which is 96.88% of our \$23,606,911 budget. The current fire impact fee balance is \$1,560,585 (\$118,212 Increase).

*Approved by the Fire Board 8/19/2025*

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

#### **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 – Rickett, Bedingfield, Majorkiewicz, Paolo, Marsh) (NAYS – None)

#### **OLD BUSINESS:**

- **Receipt of Operations Update:** Chief Corn reviewed the Operations Report for June. The overall call volume was 923 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 District has been recommended for re-accreditation and will be attending a hearing in Denver, Colorado in August to stand before the CPSE Commission for the final steps.
- **Strategic Plan Implementation Progress:** Chief Livingston will be working with the team leaders to start working on the 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 2026 with an estimated completion date range of September or October of 2026.
- **American Rescue Plan Act (ARPA):** Bryx will be on site in Beaufort County in July to address all current issues.
- **Policy Update Process:** Mission CIT was chosen to help the District update our current policies and develop new policies as needed.
- **Fire Chief Recruitment:** Developmental Associates are working with the Board and the recruitment process has begun.

*Approved by the Fire Board 8/19/2025*

- **Old Station 32:** A resolution was drafted by the law firm of Vaux Marscher Berglind to reconvey the property back to the heirs of Ruth Pryn Field and complete the Quitclaim deed. A motion is needed to allow Vice Chair, Bill Rickett, to sign the resolution in order for the law firm of Vaux Marscher Berglind to complete the paperwork for the quitclaim deed.

Director Bedingfield motioned, Director Paolo seconded that Bill Rickett be able to sign the resolution drawn up by Vaux Marscher Berglind. Motion passed. (YEAS – Rickett, Bedingfield, Majorkiewicz, Paolo, Marsh) (NAYS – None)

**EXECUTIVE SESSION:** Discussion of personnel matters with the Board. No actions taken while in executive.

Director Bedingfield moved to enter Executive Session. Director Paolo seconded. The motion was passed, and the Executive Session began at 3:41pm. (YEAS –Paolo, Rickett, Majorkiewicz, Bedingfield, Marsh) (NAYS – None)

Director Bedingfield moved to end the Executive Session. Director Marsh seconded. The motion was passed, and the Executive Session ended at 5:00 pm. (YEAS –Paolo, Rickett, Bedingfield, Majorkiewicz, Marsh) (NAYS – None)

**ADJOURNMENT:** Director Rickett motioned, and Director Bedingfield seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 5:01 PM. (YEAS –Rickett, Bedingfield, Majorkiewicz, Paolo, Marsh) (NAYS – None)

Respectfully Submitted,  
Hailey Smith  
07/15/2025

*Approved by the Fire Board 8/19/2025*