

**BLUFFTON TOWNSHIP FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Tuesday, September 16, 2025
Bluffton Fire District Headquarters
MINUTES**

Board Members Present: Bill Rickett, Drew Bedingfield (zoom), Joe Paolo (phone), Dana Marsh, Natalie Majorkiewicz

Absent: Paul Hamilton

Members Present: Derek Church, Adam Corn, Steve McKinley, Tracy Walling, Rhett Livingston, Dan Wiltse

MEETING CALLED TO ORDER at 4:03, 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 Marsh, and Director Majorkiewicz seconded to accept the agenda. Motion passed unanimously. (YEAS – Rickett, Bedingfield, Paolo, Marsh, Majorkiewicz) (NAYS – None)

CHAIRMAN’S REMARKS: None.

PUBLIC COMMENT: None.

EMPLOYEE RECOGNITION:

- James Shelton promoted to Senior Firefighter
- Mikayla Sullivan promoted to Senior Firefighter
- Nicholas Feiler promoted to Senior Firefighter
- Thomas McCullion promoted to Lieutenant

APPROVAL OF BOARD MEETING MINUTES: Director Marsh, motioned, and Director Majorkiewicz seconded the minutes of August 19, 2025, 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 August 2025. We are through 16.67% of the 2026 fiscal year budget, and the total expenditures year to date is 16.76%. The revenue requested year to date from the County was \$4,525,456, which is 16.81% of our \$26,913,566 budget. The current fire impact fee balance is \$1,560,585 (End of FY25 Value).

Approved by the Fire Board 10/28/2025

Director Bedingfield motioned, and Director Marsh seconded that the August 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 Majorkiewicz motioned, and Director Marsh 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 August. The overall call volume was 938 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:

- ***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 was on site and has handled most issues but are still working on the dispatch center portion of the project.
- ***Policy Update Process:*** Mission CIT has begun their work on reviewing our policies. They have been in contact with Tracy regarding their progress.
- ***Fire Chief Recruitment:*** Developmental Associates is working with the Board to identify candidates who will move forward in the process.
- ***Old Station 32:*** Rick Marcher with VMB Law is waiting for proof of heirship to reconvey the property.

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

Approved by the Fire Board 10/28/2025

Director Marsh moved to enter Executive Session. Director Majorkiewicz seconded. The motion was passed, and the Executive Session began at 4:36pm. (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 4:51 pm. (YEAS –Paolo, Rickett, Bedingfield, Majorkiewicz, Marsh) (NAYS – None)

ADJOURNMENT: Director Marsh motioned, and Director Majorkiewicz seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 4:51PM. (YEAS –Rickett, Bedingfield, Majorkiewicz, Paolo, Marsh) (NAYS – None)

Respectfully Submitted,
Hailey Smith
09/16/2025

Approved by the Fire Board 10/28/2025