

**Burton Fire District  
Commissioners Meeting - Budget  
November 14<sup>th</sup>, 2018  
Station 84**

<b>PRESENT:</b> Commissioner Gary Bright	Chief Rountree
Commissioner John Harris	Deputy Chief Thomas Webb
Commissioner Herbert Burnes	Asst. Chief Still
Commissioner Thomas Peeples	
Fraser Construction	Firefighters:
Court Atkins Architects	Mark Haskett
	Brittany Nicotri

The meeting was called to order by Commissioner Bright @ 18:10.

Commissioner Peeples motioned to accept the agenda with the addition of a presentation by Fraser Construction.  
Commissioner Burnes seconded.  
Motion approved.

**Pinewood Renovations**

Chief Rountree invited Fraser Construction and Court Atkins Architects to the meeting to make a presentation of the renovation proposal at the Pinewood station.

Court Atkins Group presented the floor plan which would include a two story addition while mostly leaving the existing structure as is, with a few minor changes. This approach will allow firefighters to still operate out of the station while renovations are being done.

The renovations would be done under a design-build process where a budget and goals would be set, and the design team then goes out to bid(s) to get the best possible prices.

Time Frame – permitting and final costs would take an estimate of six months. After that 7-9 months for the addition and renovations. We would have the option to do it in two phases to help with financial costs.

The proposed cost (includes 10% contingency) is \$1,399,000.

Chief Rountree met with Palmetto State Bank and got a quote for \$1.4 million for 15 years. The estimated annual cost would be \$131,377.

The Fire District paid off two notes which would allow for a total of \$112 annually without increasing taxes.

Chief Rountree will meet with a few other banks to get quotes from them as well.

The Commission asked Fraser Construction if they could break out the numbers to separate the permitting/design costs vs. construction since this project would be split between two fiscal years. There is \$67,000 slotted in this years budget to use towards the renovations.

*(Members of Fraser Construction and Court Atkins left the meeting at 19:10)*

Commissioner Harris motioned to accept the July 25<sup>th</sup> minutes.  
Commissioner Burnes seconded.  
Motion approved.

Commissioner Harris motioned to accept the July, August, September and October 2018 financials.  
Commissioner Peeples seconded.  
Motion Approved.

### **Executive Session**

Commissioner Harris motioned to enter into executive session to discuss a pending legal matter.  
Commissioner Burnes seconded.  
Entered: 19:17  
Back in open session at 19:30.  
No action taken.

### **Old Business**

none

### **New Business**

none

### **Chief's Report**

- Lieutenant Dan Byrne was promoted to the rank of Captain as the Community Risk Reduction Officer. He will do the fire inspections as well as public education.
- Eric Swanson was promoted to Lieutenant and filled the officer seat on the engine.
- Richard Rankin resigned in September. Chief Rountree will be interviewing and testing a young woman who just graduated from Bluffton's recruit school.

- The new rescue tools we bought from Holmatro have been delivered and put on the engines.
- There is a county fair happening this weekend at the VFW. They have advertised that there will be fireworks. The state requires a licensed shooter, so the Chiefs have been in contact with the organizer and he is going to try to find a licensed shooter.

Commissioner Bright asked that Chief Rountree get at least two more loan quotes for the station renovations.

### **Adjournment**

Commissioner Harris motioned to adjourn.

Commissioner Peeples seconded.

Meeting adjourned at 19:45.

*Next regular meeting scheduled for January 30<sup>th</sup>.*