



## **Pewee Valley Fire Protection District Board of Trustees Meeting November 16, 2015**

Chairman Joe Burkhardt called the meeting to order at 7:05 p.m. The following members were present: Chris Haunz, Bev Keeling, Joe Burkhardt, Rick Williams, Beach Craigmyle (arrived at 7:06), Adam Hack. Also attending: Chief Bob Hamilton, Deputy Chief Cary Hirtzel

The minutes of the October 26 regular meeting were approved on a motion from Adam Hack, seconded by Rick Williams.

The treasurer reported the checking/savings account totaled \$644,014.90. The financial reports were accepted and authorization was given to pay the submitted bills on a motion from Bev Keeling, seconded by Rick Williams.

### **OLD BUSINESS**

1. Financial Review Committee – The audit is progressing with the remaining material reaching the auditor in two days. It is anticipated that the draft audit will be ready for the December meeting.
2. Personnel Committee – The Chief was reminded that goals and objectives for 2016 would be due at the end of December.
3. Communications Committee – The monthly calendars were reviewed.
4. Grant Committee – no report
5. SOP/Guidelines – Chief Hamilton presented a preliminary draft of the Firefighter Residency Policy for review and discussion.
6. Administrative Committee – A draft of the Committee's recommendations for pre plans was presented for discussion. The dating and filing of policies and other important documents was discussed. Adam Hack and Bev Keeling will work on the matrix for this task. Ms. Keeling was reminded to sign the minutes for documentation.
7. Information Technology Committee – Following publication of the RFP, two companies tendered bids, Mirazon and Advanced Business Services. The Committee reported that they were split on the recommendation. Following a lengthy discussion, Rick Williams made the motion, seconded by Beach Craigmyle, to select Advanced Business Services as our IT managed provider. During the discussion phase, several points of clarification surfaced; therefore, a motion was made by Rick Williams, seconded by Adam Hack, to table the motion until the December meeting while Chris Haunz contacts Advanced Business Service for clarification of the issues. Mr. Haunz will report his findings to the IT Committee within fifteen days. The motion passed unanimously.
8. Replacement Command Vehicle/Generator for Station #1 – Two bids, Signarama at \$609.12 and custom Signs and Grapshics at \$850 were received for striping the new vehicle. A motion was made by Beach Craigmyle, seconded by Bev Keeling, to award the bid to Signarama at \$609.12. The motion passed unanimously. The generator is scheduled for installation during the last week of November. The surplus vehicle sale is ongoing.

9. North Shelby Water issues – Chairman Burkhardt spoke with the Shelby County Judge Executive and was told a water tower was awaiting approval in Frankfort and that replacement parts were on order for the non-functioning hydrants. The Chairman will monitor this issue and recheck in January.

**NEW BUSINESS**

No new business

The next regular meeting of the Board of Trustees will be held on **MONDAY**, December 21, 2015, at 7:00 p.m. at Station #1. The public is invited to attend.

On a motion from Adam Hack, seconded by Chris Haunz, the meeting was adjourned.

Respectfully submitted,  
Bev Keeling