



Pewee Valley Fire Protection District Board of Trustees Meeting November 18, 2013

Chairman Joe Burkhardt called the meeting to order at 7:00 p.m. The following members were present: Beach Craigmyle, Chris Haunz, Bev Keeling, Bob Rogers, Rick Williams, Joe Burkhardt, Adam Hack. Also attending: Chief Bob Hamilton, Jerry Nauert.

The minutes of the October 21 regular meeting were approved on a motion from Chris Haunz, seconded by Rick Williams. The vote was unanimous.

The treasurer reported the checking/savings account totaled \$1,306,555.95. The financial reports were accepted on a motion from Rick Williams, seconded by Bev Keeling.

Chief Hamilton presented the monthly status report. The total number of fire fighters is 42.

OLD BUSINESS

1. Update on Station #2 – Ground has been broken, footers poured and the rough grade has been completed. Fabric was not needed in the parking lot area, but a change order was approved for dirt removal and replacement in a specific area. Gem Engineering performed the geotechnical proofing.

2. Owner's Representative - Chief Hamilton will contact Encompass and establish a list of services and their assignments. Mr. Haunz will email to the Board all firefighter resumes who will be involved in an oversight role with Station #2. Mr., Hack made a motion, seconded by Mr. Haunz, that we accept the proposal of Gem Engineering for independent testing. The vote passed with four yes votes and two nos. On a motion from Rick Williams, seconded by Bob Rogers, Chairman Burkhardt has the authority to sign change orders that are time sensitive and not exceeding \$2500 without consulting the entire Board. The motion passed unanimously.

3. Financing – PVFD's attorney submitted the opinion that it was not necessary for the Board to bid the financing for Station #2. Mr. Haunz, however, will advertise for financing bids in the Oldham Era.

4. Personnel Committee – The Chief was reminded of the pending deadline for the yearly summary and goals and objectives for the coming year.

5. Communications Committee – no report.

6. Grant Committee – Mr. Rogers presented the mission statement for his committee. He also submitted a sketch to be included in a request for a grant from LG&E for trees for Station #2. Jim Brewer was recognized for his expertise in selecting appropriate trees for this project.

7. Financial Review Team – Submitted mission statement.

8. SOP/Guidelines Committee – no report

9. Audit Report – The audit will be completed in the next few days. Adam Hack made a motion, seconded by Beach Craigmyle, to accept the previously communicated draft audit

report with changes made as discussed, including the management's response on the segregation of duties internal control finding such that the board will prepare and approve written financial policies to mitigate segregation of duties issues. The motion passed unanimously.

10. Bylaws – A motion was made by Mr. Hack, seconded by Rick Williams, that the bylaws be accepted as revised. The vote was unanimous.

11. Mr. Haunz reported that he had obtained the Builder's Risk policy along with the Workman's Compensation certificate.

NEW BUSINESS

1. A discussion was held regarding the use of Drop Box. It was decided that this tool would be used for construction information only.
2. Light Up Pewee will be held December 8 at 5:30 p.m.
3. PVFD Award's Banquet will be held at Persimmon Ridge on February 8.

The next regular meeting of the Board of Trustees will be held on **MONDAY**, December 16, 2013, at 7:00 p.m. at the fire station. The public is invited to attend.

On a motion from Chris Haunz, seconded by Bob Rogers, the meeting was adjourned.

Respectfully submitted,
Bev Keeling