



## **Pewee Valley Fire Protection District Board of Trustees Meeting January 18, 2016**

Chairman Joe Burkhardt called the meeting to order at 7:01 p.m. The following members were present: Chris Haunz, Bev Keeling, Joe Burkhardt, Rick Williams, Adam Hack, Joe McWilliams. Also attending: Chief Bob Hamilton, Troy King

The minutes of the December 21 regular meeting were approved on a motion from Chris Haunz, seconded by Adam Hack.

The treasurer reported the checking/savings account totaled \$636,878.72. Details for check #13706 written to Chief Bob Hamilton in the amount of \$721.25 were given with all invoices presented. The financial reports were accepted and authorization was given to pay the submitted bills on a motion from Bev Keeling, seconded by Joe McWilliams.

Chief Hamilton presented the monthly status report. There were 242 runs for the 2015 calendar year. Currently, the District has 41 active firefighters, 6 trainees and 4 junior firefighters.

### **OLD BUSINESS**

1. Financial Review Committee –
  - Auditor Troy King presented the draft audit for fiscal year 2014-15. He found the District's financial information to be in excellent order which is reflected in his unqualified opinion over the draft financial statements. Adam Hack was recognized for preparing the Management's Discussion and Analysis included in this year's audit. Chairman Burkhardt, Beach Craigmyle and Adam Hack will meet with Oldham County Treasurer and CFO Stan Clark to discuss related party statements in audits as well as any comments or concerns he may have with the draft of the financial statements. A summary of that meeting will be provided to the rest of the Board prior to the February meeting. It was requested that each Board member review the draft of the report and submit comments and changes to Adam Hack prior to the February meeting. A vote will be taken on the draft report at the February meeting.
  - Going forward, Secretary Bev Keeling will compile a list of those Board members designating a conflict of interest or known related party relationship on the yearly form and provide that list to Adam Hack for use in determining if further considerations or disclosures regarding related party transactions are necessary in the annual audit.
  - Insurance quote comparisons will be emailed by Chris Haunz before the February meeting.
2. Personnel Committee – A first draft was received with the final copy available before the February meeting.
3. Communications Committee – no report
4. Grant Committee –
  - Captain Angermeier's application on behalf of PVFD was accepted with the receipt of \$3200 for a thermal imaging camera. This is a matching grant. Two bids were presented: Findley Fire - \$6735 and America's Bravest - \$7080. A motion was made by Rick Williams, seconded by Adam Hack, to purchase a Bullard Thermal Imaging Camera from Findley Fire for \$6735, utilizing the grant money of \$3200. The motion passed unanimously.
  - The filing date for the Assistance to Firefighter's Grant was missed. A more detailed report will be presented in February.
5. SOP/Guidelines – no report
6. Administrative Committee –

- The addition of a documentation matrix to bylaws and policies is progressing.
  - All maps are current for the District.
  - The Committee made the recommendation, echoed by the IT Committee, to purchase software to complete the pre plans. Bev Keeling made the motion, seconded by Rick Williams, to purchase Fire Zone from FARO Technologies at a cost of \$704. The motion passed unanimously.
7. Information Technology Committee – The final monthly charge for services provided by ABS will be \$945. An ABS representative will be at the February meeting to answer any questions.
8. Department Policies –
- Residency – policy needs small edits and will be ready for February meeting
  - Weapons Policy – no report
  - Non-traditional Firefighters – no report
9. Miscellaneous
- Tire Replacement Schedule – in progress
  - Surplus Equipment Sale – no report
  - Station #1 Generator – weather conditions have resulted in a delay of installing this equipment
  - North Shelby Water District Hydrants – Chairman Burkhardt contacted the Shelby County Judge Executive concerning this issue and was promised a reply.
  - Department Health and Fitness Program – in progress

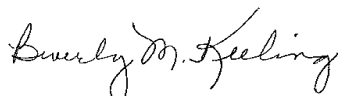
#### **NEW BUSINESS**

1. Chief Hamilton received a letter from Mehr Fairbanks Attorneys with an Open Records request for run data. The Chief will compose a letter advising them of a timeline and fee structure.
2. Two bids were presented for new turnout gear, composed of eight sets of gear (pants and coats) and ten helmets: Morning Pride - \$2160/set Globe - \$2210/set A motion was made by Rick Williams, seconded by Bev Keeling, to purchase eight sets of gear and ten helmets from Morning Pride not to exceed \$18,000. It was noted that only two bids were presented due to the fact that the Morning Pride bid was piggybacked on the Louisville Fire order. The motion passed unanimously.
3. Bill Renninger completed the hydrant inspection for the District and submitted his report to Louisville Water. A check was received from Louisville Water for \$1697.17 for the project.
4. It is stated in the District Procurement Policy that all expenditures require authorization and/or Board approval. A reminder was given to all Board members to become familiar with the procedures stated in the policy and act accordingly.

The next regular meeting of the Board of Trustees will be held on **MONDAY**, February 21, 2016, 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,



Beverly M. Keeling