



## **Pewee Valley Fire Protection District Board of Trustees Meeting February 23, 2015**

Chairman Joe Burkhardt called the meeting to order at 7:00 p.m. The meeting had been rescheduled from February 16 due to severe and hazardous weather conditions. All bylaw requirements for announcing the cancellation and rescheduling of a meeting were performed.

The following members were present: Beach Craigmyle (arrived at 7:09), Chris Haunz, Bev Keeling, Joe Burkhardt, Joe McWilliams, Adam Hack, Rick Williams. Also attending: Chief Bob Hamilton.

The minutes of the January 19 regular meeting were approved on a motion from Rick Williams, seconded by Chris Haunz. A request was made to include a date and time stamp on the delivery of the minutes.

The treasurer reported the checking/savings account totaled \$678,568.78. The financial reports were accepted and authorization was given to pay the submitted bills on a motion from Rick Williams, seconded by Bev Keeling. The headers on the Balance Sheet will be corrected. The Quarterly Report on budget to actuals for capital expenditures will be presented at the March meeting.

Chief Hamilton presented the monthly status report. The total number of fire fighters is 53. The Chief was commended for establishing a mentoring program to aid in new firefighter retention.

### **OLD BUSINESS**

1. E&H/Bryant Dispute – The Oldham County Circuit Judge ordered arbitration of this dispute on February 9. Mr. Haunz will contact Ken Handmaker concerning our degree of participation in this arbitration
2. Update on Station #2 – A motion was made by Chris Haunz, seconded by Adam Hack, that we ask the lender to close our note and apply any unused balance to our principal. The retainage fee of \$19,038.38 owed to E&H will be paid from our Reserve Account, thus saving interest costs associated with the bank loan for Station #2. The motion passed unanimously.
3. Personnel Committee – The Committee has received the 2014 review and the 2015 goals and objectives from Chief Hamilton and will be meeting to discuss these documents in March. Chairman Burkhardt will update the Committee assignment list for the PVFD Board.
4. Communications Committee – The calendars for February, March and April were presented. It was noted that Chairman Burkhardt's term expires in June of 2015. He is an elected official.
5. Grant Committee – Chief Hamilton announced that the District would be applying for a grant from the Head Trust in 2015. Material for this request is due in April.
6. SOP – A systematic review of the SOP will begin at the March meeting with Sections 1 – 4 by Beach Craigmyle and Sections 8 – 10 by the firefighters.
7. Guidelines – Chief Hamilton presented the guidelines for Departmental Issued Vehicles. The Board will review this document for discussion at the March meeting.

8. Insurance Renewal – A motion was made by Chris Haunz, seconded by Rick Williams, to award the Property and Casualty portion of the insurance bid to ESIP for the amount of \$22,283.29. The motion passed unanimously. A motion was made by Rick Williams, seconded by Beach Craigmyle, to award the Accident and Sickness portion of the insurance bid to Provident (working through ESIP) using the \$50,000 option for a total cost of \$1,591.00. The motion passed unanimously.

9. Information Technology – A discussion was held regarding the Department’s server. Chris Haunz, in conversation with Mirazon, recommended continuing the use of our aging server, but develop a plan within the next sixty (60) days containing several options for replacement should an emergency arise. Replacement costs for a new server will be inserted in the 2015/16 budget.

### NEW BUSINESS

1. In compliance with the Open Records Act, Joe McWilliams and Beach Craigmyle signed documents avowing their receipt of the Open Records Act provided by the office of the Attorney General of Kentucky.
2. A motion was made by Adam Hack, seconded by Chris Haunz, closing the construction account and transferring the approximately \$4000 remaining to our general account. The motion passed unanimously.
3. The firefighters were commended on a successful banquet.
4. A house on Central Avenue in Pewee Valley will be used over the next several months for training exercises, culminating in April.
5. A motion was made by Chris Haunz, seconded by Joe McWilliams, that we purchase the preventive maintenance package for the generator at Station #2 for a yearly cost of \$688. The motion passed unanimously.
6. A motion was made by Chris Haunz, seconded by Adam Hack, that three pole lights be installed by LG&E at Station #2 with costs not to exceed \$1000. Included in this amount are a one-time fee of \$500 for a transformer, poles, lights and wire. The motion passed unanimously.
7. Engine #33 needs new rear tires, which was recommended by our third party maintenance vendor. The cost is \$2600 using the State bid for this item. A motion was made by Chris Haunz, seconded by Adam Hack, to approve this expense from the Vehicle Maintenance Budget. The motion passed unanimously.
8. A new cell phone for the Chief was provided with a monthly wireless cost of \$40.

The next regular meeting of the Board of Trustees will be held on **MONDAY**, March 16, 2015, at 7:00 p.m. at Station #1. The public is invited to attend.

On a motion from Adam Hack, seconded by Rick Williams, the meeting was adjourned.

Respectfully submitted,  
Bev Keeling  
2/24/15 9:20 p.m.