



## **Pewee Valley Fire Protection District Board of Trustees Meeting June 17, 2015**

Due to the scheduling difficulties of several Board members, the regular Monday, June 15, 2015, meeting of the Board was rescheduled to Wednesday, June 17, 2015, and relocated to Station #2. Notices were posted as per the KRS 75 directives. The meeting was preceded by a detailed tour of the fire equipment housed at Station #2.

Chairman Joe Burkhardt called the meeting to order at 7:07 p.m. The following members were present: Beach Craigmyle, Chris Haunz, Bev Keeling, Joe Burkhardt, Joe McWilliams, Adam Hack, Rick Williams. Also attending: Chief Bob Hamilton

The minutes of the May 18 regular meeting were approved on a motion from Adam Hack, seconded by Chris Haunz.

The treasurer reported the checking/savings account totaled \$477,680.47. The Financial Team noted that the significant difference between the May and June totals for the checking/savings account was the payoff of the SCBA lease. The only remaining debt for PVFD is for Station #2 building. 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. The Financial Team presented the proposed budget for 2015/2016 with corrections suggested at the May meeting. A motion was made by Adam Hack, seconded by Chris Haunz, that we accept the corrected proposed budget for 2015/2016. The motion passed unanimously.
2. Personnel Committee – no report
3. Communications Committee – The monthly calendars were presented. A reminder was added to the month of May to send the PVFD Foundation yearly renewal fees to the Kentucky Secretary of State.
4. Grant Committee – Chairman Burkhardt will appoint a new chairperson for this committee as the resignation of Trustee Bob Rogers left the position vacant. Mr. Haunz will research regional grant opportunities through Firehouse Subs.
5. SOP – Department Issued Vehicle Policy – The report will be presented at the July meeting.
6. SOP Guidelines – The review is ongoing.
7. Administrative Committee – The Committee presented a draft Procurement and Purchasing Policy for inclusion in the PVFD SOP manual. Mr. Craigmyle also offered the Kentucky Model Procurement Code to address major purchases above \$20,000. Following a discussion, edits will be made and the topic will be tabled until the July meeting.
8. Information Technology Committee – The IT Committee recommended three policy changes: 1. All IT expenses and repairs will first be submitted to the chairman of the IT Committee who will communicate them to the IT Committee so they can be evaluated. A

member of the IT Committee will then be in the best position to make a motion for approval of the item in question. 2. Once the IT Committee has approved a purchase or a need for repairs, our vendor will scope out the best way to carry out the task. 3. This September 2015, the current three year Mirazon Service Agreement with The Mirazon Group will expire. The IT Committee will be developing an RFP to solicit bids from those interested in managing our IT services.

Following this outline, IT Chairman Rick Williams made the motion, seconded by Beach Craigmyle, that we purchase a Dell Optiplex 3020 Mini Tower Desktop computer to be used by Chief Hamilton for \$785.00 Further, the Board is asked to approve the purchase of a Dell Power Connect 2824 Web managed Switch for \$368.00 and a Fortinet Fortwifi 60D Security Appliance with one (1) year of 24x7 FortiCare and FortiGuard protection for a cost of \$1,037.00 to fix existing firewall failures. The motion passed unanimously.

9. Board Vacancy – The Board election will occur on Saturday, June 27, 2015, at Station #1 from 11:00 a.m. to 2:00 p.m. Joe Burkhardt is the unopposed candidate.

### NEW BUSINESS

1. The Jefferson County Regional Fire School Trustee Legal Workshop will be held September 19, 2015, at the Galt House in Louisville, KY, for any interested Board members.
2. The specifications and invitation to bid on a generator for Station #1 have been published in the Oldham Era with bid opening at the end of June.
3. PVFD Auxiliary is forming.
4. Chief Hamilton presented three quotes for pressure reducing valves for Station #2; GBMC \$1,457.23 Baylor Plumbing \$1,880.00 Sondergeld Plumbing \$1,760.00 A motion was made by Adam Hack, seconded by Bev Keeling, to accept the low bid from GBMC for \$1,457.23. The motion passed unanimously.
5. Chief Hamilton presented two bids for a new replacement command vehicle for the assistant chief. The bids are for a 2016 4door Ford Explorer. Bloomington Ford \$26,386.26 Bill Collins Ford \$26,291.00 Chief Hamilton will obtain another bid to be presented at the July meeting.

The next regular meeting of the Board of Trustees will be held on **MONDAY**, July 20, 2015, at 7:00 p.m. at Station #1. The public is invited to attend.

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

Respectfully submitted,  
Bev Keeling