



## **Pewee Valley Fire Protection District Board of Trustees Meeting May 18, 2015**

Chairman Joe Burkhardt called the meeting to order at 7:00 p.m. The following members were present: Beach Craigmyle (7:03), Chris Haunz, Bev Keeling, Joe Burkhardt, Joe McWilliams, Adam Hack, Rick Williams.

The minutes of the April 20 regular meeting were approved on a motion from Chris Haunz, seconded by Adam Hack.

The treasurer reported the checking/savings account totaled \$618,103.36. The financial reports were accepted and authorization was given to pay the submitted bills on a motion from Rick Williams, seconded by Joe McWilliams. The recommendation was made to place all utilities on auto pay from PVFD bank account and to be attentive to the late fees charged by Fifth Third Bank.

### **OLD BUSINESS**

1. The Financial Team presented the draft budget for 2015/2016. Following a discussion, the Team asked the Board to review the proposed budget and submit any questions by email at least one week prior to the June meeting. A vote will be taken on the final budget at the June meeting.
2. Personnel Committee – no report
3. Communications Committee – The revised monthly calendars were presented and the dates for communicating with the Oldham County Judge Executive's office concerning the appointment of Board members were adjusted. A previous notice placed in the Oldham Era announcing a vacancy on the Board resulted in one candidate. Therefore, a second notice will be placed advising of the election details with Joe Burkhardt as the sole candidate.
4. Grant Committee – A \$500 check was received from Chevron recognizing the volunteer work of Rick Williams on the Board. A checking account will be opened for the Foundation.
5. SOP – Department Issued Vehicle Policy – no report
6. SOP Guidelines – Sections 1 – 3 are nearly finalized. Sections 4 – 16 have been assigned for review and will be presented at the June meeting.
7. Administrative Committee – An Administrative Chart is completed. Subsequent meetings will detail and refine the chart in a Power Point presentation.
8. Information Technology Committee – The IT Committee presented its mission statement and targeted areas of technology for review.
9. Board Vacancy – Joe McWilliams has been reappointed for a three-year term on the Board effective July 1, 2015.
10. Kentucky Model Procurement Code (KRS 45A) – Beach Craigmyle will resend this document to all Board members for review at the June meeting.

## NEW BUSINESS

1. Chief Hamilton will select possible dates for equipment and vehicle familiarization for Board members at both Stations #1 and #2.
2. A motion was made by Adam Hack, seconded by Rick Williams, that we exercise the SCBA payoff option of \$91,310.36 following the regular June 15 payment of \$23,000. The motion passed unanimously. Mr. Hack will research the payoff penalty, if any.
3. Chris Haunz brought several IT issues covered in the 2014/2015 budget before the Board for purchase before the end of the fiscal year. The Chief's office desktop computer - \$785.00, a switch in the server room - \$368, Fortinet firewall system - \$1037. A motion was made by Rick Williams, seconded by Chris Haunz, authorizing the purchase of all three items with the recommendation that all IT purchases be presented to the IT Committee initially for presentation to the Board. Following a discussion, Rick Williams withdrew his motion and referred the issue to the IT Committee for review. A report will be made from the Committee at the June meeting.
4. The Board agreed to the implementation of the bid process for a generator for Station #1.
5. Specifications for a new command vehicle are in the early stages. This vehicle will replace the assistant chief's car.

The next regular meeting of the Board of Trustees will be held on **MONDAY**, June 15, 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