



Pewee Valley Fire Protection District Board of Trustees Meeting September 20, 2021

Chairman Joe Burkhardt called the PVFD Board meeting, to order at 7:00pm. The following Board members were in attendance, Joy Tabler, Rick Williams, Otis Florence, Todd Jones, Chris Haunz, and Adam Hack. Also present was Chief Hamilton, Jerry Nauert, and firefighters Neil McDevitt, Jamie Hundley, Cary Hirtzell and Matt York.

The minutes of August 16, 2021 PVFD Board of Trustees meeting were approved on a motion from Chris Haunz, seconded by Todd Jones, and passed unanimously by the board.

The minutes of the August 16, 2021 PVFD Foundation meeting was approved on a motion by Joy Tabler, seconded by Rick Williams, and passed unanimously by the Foundation's board.

Treasurer report- The treasurer reported the checking/savings account totaled \$770,318.63. On a motion by Rick Williams and seconded by Joy Tabler the board unanimously accepted the financial reports and authorization was given to pay the submitted bills.

Chief's Report: During the month of August there were 13 EMS runs and 7 fire runs. Chief Hamilton reported that training has started at the Friendship Manor property. Other fire departments are also doing training at the facility. He reported that due to possible asbestos concerns there would be no burning. The cleaning of the ceiling and the walls at Station # 1 has been completed.

The chief presented an estimate of \$5,800 in repairs from the damage that was done by one of our trucks at a church parking lot during a public education session we were invited to attend. It was noted that the invoice included striping and sealing costs for the entire lot that were not part of the damage we caused. The Chief will go back to the Church to discuss this discrepancy so that we remain responsible only for the damage we caused.

1. Financial Review: Adam Hack confirmed that the audit firm of Kelly King and Company will no longer be doing audits. Adam has suggested instead of doing a full blown RFP to select another audit firm we reach out to receive solicitations from at least three firms that are known to us. The board agreed with Adam's suggestion. The Financial Review team will present their recommended audit firm at the next meeting.

At 7:25PM a motion was made by Todd Jones and seconded by Joy Tabler that the board move into a closed Executive Session under KRS 61.810 to discuss personnel related matters. The motion passed unanimously. Chief Hamilton and Jerry Nauert were asked to remain in the room and all other guests were asked to leave.

At 8:15PM on a motion from Rick Williams, and seconded by Otis Florence and passed unanimously, the board moved out of Executive Session. Guests were invited back into the meeting room.

2. Personal Committee: The personnel committee on a recommendation from the board has asked for the following three actions to take during the next three months: 1) On Wednesday evening, November 17, invite the board and all firefighters to a general meeting to discuss the new fire department organization. 2) Chief Hamilton to meet with the three Assistant Chiefs to provide counsel and guidance on their new responsibilities. 3) The personnel committee will meet with all three assistant Chiefs and discuss working together and creating a cohesive team.

3. Communications: As we do each September all board member reviewed the Code of Ethics and Conflict of Interest Policy and signed the Acknowledgement and Disclosure Form. Adam Hack will locate the Documents Retention Policy SOP and send to the board members.

4. Grant Committee: No report

5. Information Technology: No report

6. SOP/SOG Update: The following seven SOP/SOG Updates were reviewed by the board and on a motion by Chris Haunz and seconded by Joy Tabler unanimously approved as written.

- a. Activation of KY Division of Emergency Management
- b. Non Traditional firefighters
- c. Assistant Chief Car Rotation
- d. Firefighter Uniforms
- e. Apparatus Operator Certification
- f. Pewee Valley Fire District/Department Organization
- g. Use of Personal Vehicle for PVFD Response

7. Miscellaneous: The board discussed the current programs in place where firefighters can go should there be need for mental health counseling. Several avenues were pointed out and it was recommended that at an upcoming training session these avenues be discussed.

Adam Hack has met with his counterpart on the South Oldham Fire District, Clayton Raymer to discuss putting together a general economics and finance feasibility study on issues raised in a potential merger of the two departments. Adam will continue meeting with Clayton.

New Business:

Chief Hamilton passed out a possible qualifications list of attributes necessary to fill the Lieutenants position on the fire department. The Assistant Chiefs submitted the list. By the next meeting the Chief will refine the qualifications as well as submit the process to fill this/these positions.

Chris Haunz provided the secretary with a copy of the Hold Harmless agreement between the Pewee Valley Fire Protection District and the Dunnville Fire Department for the gear which was donated to the Dunnville Volunteer Fire Department. Chairman Burkhardt will sign the agreement and it will be sent to the Dunnville Fire Department for their signature.

Chris Haunz reported that on October 12, at 6pm members from the WHAS Crusade for Children will be on site at station #1 to present the PVFD the prestigious Walton Award for achieving the largest percentage increase in giving to the Crusade in 2021. The presentation will be recorded and shown the next day on the Great Day Live television program.

Assistant Chief York presented to the board a proposal to purchase new personal protective gear to replace various items that are out of compliance. To date as a result of the RFP Matt has received at least four proposals from vendors. The cost estimates including shipping appears to be approximately \$24,000. The current budget for new gear for this fiscal year is \$21,000. Chris Haunz made a motion which was seconded by Rick Williams, to purchase the gear from the lowest bidder not to exceed \$24,000. The motion passed.

Jerry Nauert reported that the Quint will go to Veterans Memorial Park on October 2, to lift a giant flag as part of the "Cause is Greater than I" motorcycle ride to honor Woody Williams the only medal of honor recipient still alive and other Gold Star Families. He will be 98 on October 3.

The next scheduled PVFD Board meeting will be held on Monday, October 18, 2021 at 7:00 pm. The public as always is invited to attend.

Rick Williams made a motion seconded by Chris Haunz and passed unanimously by the board to adjourn the meeting.

Respectfully submitted,



Rick Williams,
PVFD Secretary