



Pewee Valley Fire Protection District Board of Trustees Meeting January 21, 2019

Chairman Joe Burkhardt called the meeting to order at 7:00 p.m. The following members were present: Joy Tabler, Chris Haunz, Adam Hack, Rick Williams, Joe McWilliams, Otis Florence. Also present Chief Bob Hamilton., Jerry Nauert.

The Minutes from the December 18, 2018 were approved on a motion from Chris Haunz , seconded by Otis Florence and approved unanimously by the board.

The treasurer reported the checking/savings account totaled \$837,804.28. It was noted that we are pleased with the new interest rate we are now receiving from Stock Yard Bank. The financial reports were accepted and authorization was given to pay the submitted bills on a motion from Rick Williams and seconded by Joy Tabler.

Chiefs Report – Chief Hamilton reported that at the end of 2018 the PVFD had made 297 total runs which includes both fire and EMS. We currently have 40 active firefighters. This last month 2 trainees moved up to active firefighter duties.

Chief Hamilton reported that he has almost completed the new performance review process and it seems to be working well. He noted that in addition to fire house related conversations it is allowing him to get to know his people better on a personal basis as well.

The EMS Director from the Eastwood fire department has contacted Chief Hamilton about the possibility of utilizing our Station #2 to house a med unit and ambulance while their station undergoes renovation. This would most likely be for a period of 30 days or less. The board agreed that this would be acceptable as long as we make sure that we receive a “hold harmless” letter from their department and a certificate of Insurance. It was also suggested that we should park the ambulance inside or in the rear of the station to avoid giving the impression that we now have a EMS unit permanently on site.

1. **Financial Review** – Still need to clean up a few loose ends on our Fifth Third account but all should be closed shortly. There are a few outstanding checks that we have written many months ago that have not been cashed. Adam will work on reconciling these checks.

Audit Report – As there were no additional comments from the board on the draft audit sent out after our last meeting Chris Haunz made a motion and Rick Williams seconded that the 2017-2018 Audit be accepted. The vote was unanimous in favor of accepting the audit.

New Engine Financing – Prior to completing the finance package (\$250,000) for the new engine we need to provide a standard attorney letter to verify we are who we say we are, and ratify the lease documents with First National Bank. On a unanimous vote the board endorsed the signatures on supporting documents of the Board Chairman Joe Burkhardt and Board Treasurer Chris Haunz.

2. **Personnel Committee** – The committee is charged with developing an acknowledgement form which will document that a firefighter has read and understands individual SOP/SOG's.
3. **Communications Committee** – As noted on the PVFD Board Duties calendar for January 2019, the board needs to review the “Residency Firefighter Policy” and offer changes, questions prior to our next meeting in February. The secretary will distribute to the board the latest draft of proposed SOP. The goal will be to approve this document at the February meeting.
4. **Grant Committee** – No report
5. **SOP Committee**– No report

6. Administrative Committee – No report

7. Information Technology Committee – no report

8. Miscellaneous –

External camera equipment is in the process of being purchased and installation will begin soon.

The Firefighter Awards banquet will be held February 2 at the Persimmon Ridge Clubhouse. A guest speaker has been engaged.

NEW BUSINESS

Chief Hamilton, Chris Haunz, and Adam Hack will be working on developing a report that the board can see which details, by firefighter, the number of runs and training meetings they are making as a percent of the total. The first report will be for year-end 2017 and 2018. Starting in 2019 it will be provided quarterly. The quarterly report will be available approximately two months after the quarter ends.

A “punch list” has been developed for items still needing attention on our new fire truck. This list will start to be addressed this week. New decals also need to be placed on the unit, as well as installing all the equipment. Firefighter training and driver training will take place after that. It is estimated that the new truck will be launched and in operation sometime in March/April. A ceremony is in the planning stage.

As previously reported the department has a few surplus pants, coats and other firefighting clothing which has been deemed surplus. There is rural fire department that has expressed interest in those items. Chief Hamilton will develop a list of those items including specific serial numbers on the clothing. We can't approve these items surplus until that list is developed.

Chris Haunz presented three vendor bids for the cost of the Swift Water Rescue Gear which was part of the grant we received from the Head Trust. Rick Williams made a motion and Otis Florence seconded and the board approved the purchase the gear not to exceed \$2,800. \$2,500 of those funds will come from the Head Trust.

Chris Haunz presented a list of the various new equipment items that need to be purchased for our new Engine 8432. Chris presented an excel spreadsheet that listed all the equipment and pricing from three vendors. The total amount was \$27,017.52. On a motion from Joe McWilliams and seconded by Joy Tabler the board unanimously approved the purchase.

The next scheduled PVFD Board meeting will be held at Station #1, Monday, February 18, 2019 at 7:00pm. The public as always is invited to attend.

On a motion by Chris Haunz, seconded by Adam Hack and passed unanimously the meeting was adjourned.

Respectfully submitted,



Rick Williams, PVFD Secretary