Secretary Rick Williams called the meeting to order at 7:00 p.m. The following members were present: Joy Tabler, Otis Florence, Chris Haunz, Adam Hack, and Chief Bob Hamilton. Also in attendance were Rest Cottage Lane residents: John and Mary Smith, Barbara Webster, Theresa Murphy and Amanda Murphy. Also attending Miles Hoskings, and Troy King of Kelly King & Co. CPA.

The Minutes from the November 19, 2018 were approved on a motion from Otis Florence , seconded by Joy Tabler and approved unanimously by the board.

The treasurer reported the checking/savings account totaled $ 812,787,76. A formal letter (not email) still needs to be sent to Fifth Third Bank as official notification that all accounts are closed. Chris Haunz will do that immediately.

 The financial reports were accepted and authorization was given to pay the submitted bills on a motion from Otis Florence and seconded by Joy Tabler.

Chiefs Report –The chief reported that the inspection of the new fire truck in South Dakota went well and the new engine will arrive here at the station no later than Friday, December 20.

Chief Hamilton invited the residents of Rest Cottage Lane to address the board of their concerns regarding the request from the Mayor of the City of Pewee Valley that they extend the turnaround area at the end of their private street. Chief Hamilton will evaluate if this request by the city has any impact to the Fire Department and will give the Rest Cottage Lane residents his opinion in writing.

1. **Financial Review –**Adam Hack introduced Troy King of Kelly King & Co. who discussed the draft audit for the fiscal year ending June 30, 2018. The draft was distributed to all board members present and will be emailed to Joe Burkhardt and Joe McWilliams who were absent. Any question concerning the draft audit should be addressed back to Adam within the next two weeks so they can be answered before the next board meeting. Approval of the final audit will take place at that meeting. As a side note it was mentioned that the PVFD is the only district in the county currently without an internal control findings.

   Chris Haunz presented the board with two quotes for the new engine financing, one from Republic First National, and the other from Leasing 2. Chris Haunz will sign the credit Application for financing in the amount of $250,000. Further discussion will be held at our next meeting

2. **Personnel Committee**–Chief Hamilton reported that he will start the year end reviews this week and they should be completed year end.

3. **Communications Committee** – Rick Williams reported that he is now using the new calendar system and all agree the new format is acceptable.

4. **Grant Committee** – We are working on the reapplication of our 501c 3 status. Until that is complete we cannot apply for any grants.

5. **SOP Committee** Chris Haunz reported that he has three firefighters who will assist in reviewing / updating a minimum of two SOP/SOG's each month. The board will receive these by email to

approve. Most commonly these will be minor formatting and cosmetic changes. It is recommended that the Personnel Committee create an "Acknowledgement Form" to assure that all personnel read and understand each SOP/SOG before their State mandated 20 hours are complete.

6. **Administrative Committee** – No report

7. **Information Technology Committee** – No report

8. **Miscellaneous** – City of Pewee Valley tree/limb update. Mayor Rogers said that he considers it is the Fire Departments responsibility to send out a fire truck when there are trees down. The suggestion was made by a board member that we should begin sending the City of Pewee Valley an invoice each time the firefighters are sent out, as there is a procedure in effect that the Road department should be called to handle these cases. Another suggestion was made that the City hire a private tree company to handle these situations if the city is unable to handle.

NEW BUSINESS

Chris Haunz reported that there were several small items that needed to be addressed on the new engine after the inspection last week. Change Order #3 for a wrong sized cap and a new cover was approved by the board in the amount of $889.40.

Chris Haunz notified the board of a list of surplus items, including 25 TK radios, a light bar and siren, 2 center seats from the Ford F250, a set of Cappa Bear struts, and a portable monitor. The board authorized either the sale or disposal of these items.

Chief Hamilton reported on the drive by shooting incident that took place this week in front of station #1 parking lot. Thirteen shots were fired into a car driven by a female occupant. The chief came to the scene to check on a elderly resident who lives directly across from the station who required EMS attention for the trauma she experienced.

This incident prompted the board to consider adding external security cameras for both station 1 and station 2. This is not the first incident reported on or near our property. Chris Haunz presented a price quote for 6 external security cameras for each station (a total of 12) from the same vendor who just installed the inside cameras. On a motion from Otis Florence and seconded by Rick Williams it was unanimously agreed to install the cameras using this vendor, who can use the same internal monitors.
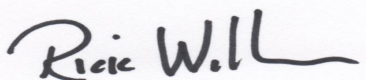
Adam Hack made a motion and Chris Haunz seconded the motion to amend the capital budget to include the $7,000 needed to purchase the 12 external security camera. The vote passed unanimously.

The annual Firefighter Appreciation Banquet is scheduled for February 2, 2019 at the Persimmon Ridge clubhouse

The next scheduled PVFD Board meeting will be held at **Station #2,** Monday, January 21 at 7:00pm. A notice will be placed on the PVFD webpage notifying the public of the location change. This change will allow the board to get a first look at the new fire truck .

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

Respectfully submitted,

Rick Williams, PVFD Secretary