

Park City Fire Service District
Administrative Control Board - Regular Public Meeting Minutes
Park City Fire District Headquarters
June 16, 2010

Commissioners Present: Chairman Kent Cashel, Commissioner Robbie Beck, and Commissioner Gary Vetterli.

Fire District Personnel Present: Chief Kelly Gee, AC/FM Scott Adams, AC Frank Heumann, AC Bob Zanetti, BC Mark Billmire, Captain Randy Scott, Captain Shawn Winder, Tom Fabian, Eric Frey, Darren Nelson, Chaz Ray, Dusty Sexton, McKay Wadley, Eric Wagstaff, Patti Berry, Traci Madson, and Bill Pyper.

Public Present:

I. Approval of Previous Meeting Minutes: Chairman Cashel called for a motion to approve the minutes of June 2, 2010, moved by Commissioner Beck, seconded by Commissioner Vetterli, passed by all.

II. Public Input:

III. Commission Reports:

- A. Correspondence:
- B. Financials: All bills have been reviewed and signed.
- C. Other:

IV. Old Business:

- A. None.

V. New Business:

- A. Review and Adoption of 2010 General Fund Tax Rate Worksheets and 2010 Certified Tax Rate. This will be postponed until the next meeting.
- B. Review of 2nd Quarter Budget Reports. This will also be postponed until the next meeting.

VI. Staff Reports and Input:

- A. Chairman Cashel reported that the draft of the fire chief's job description has been presented and will be posted for a period of two weeks.
- B. AC Zanetti reported that the Captains testing process was completed last Friday with interviews. Isaac Morfin was selected as the next Captain, and he will begin

July 1st. There will be a promotion ceremony for Captain Morfin sometime in August.

- C. AC Zanetti gave an update on the intubation training with Park City Medical Center. The Fire District's insurance agency and legal counsel are looking at the paperwork, so that is moving forward. Chief Zanetti also reported that the Fire District is looking at moving forward with putting 12-lead EKGs on the frontline ambulances. There is funding available for training and the necessary equipment upgrades. Chief Zanetti reported that the American Heart Association has also offered support in overcoming any other obstacles that the Fire District may have. Protocols will be put together, and training will begin for paramedics as well as EMTs.
- D. AC Zanetti reported on the July 4th activities. There will be apparatus in the parade, led by the Honor Guard. There will be a BBQ at Station #31 following the parade.
- E. AC Zanetti reported that Sumner Swaner will be donating his property to Utah State University. A pre-fire operational plan will be put together for the Swaner Nature Preserve property.

VII. Other: Executive Resolution IV-H-101, Administrative and Operational Service Fees, has been presented and will be posted for two weeks. There are no increases associated with this; it will be adopted at the next meeting.

Bill Pyper reported that there needs to be Board approval to put \$250,000 in escrow in order to secure the COP note with Wells Fargo. Commissioner Beck agreed to let staff proceed with the negotiation and paperwork, seconded by Commissioner Vetterli.

Chairman Cashel asked how the ACB would feel about a publication for the notification of the fire chief's position and having staff put something together. Chief Gee reported that he would put something together to announce the recruitment for the position and email that to the commissioners to view. It will also be reviewed at the next meeting.

VIII. Adjournment: With no further business to come before the board, Chairman Cashel called for a motion to adjourn, moved by Commissioner Beck, seconded by Commissioner Vetterli, adjourned at 6:46 p.m.

The next regularly scheduled meeting of the Park City Fire District Administrative Control Board will be held July 7, 2010, beginning at 6:30 p.m. at the Park City Fire District Administration Building, located at 736 Bitner Road, Park City, UT.

Approved: _____

Date: _____

Prepared by: Traci Madson