

Park City Fire Service District  
Administrative Control Board - Regular Public Meeting Minutes  
Park City Fire District Headquarters  
November 2, 2011

Called to order by Chairman Walker at 6:45 p.m.

**Commissioners Present:** Chairman Dianne Walker, Commissioner Jim Bacon, Commissioner Robbie Beck, Commissioner Michael Howard, and Commissioner Liza Simpson.

**Fire District Personnel Present:** Chief Paul Hewitt, AC/FM Scott Adams, AC Frank Heumann, AC Bob Zanetti, BC Mark Billmire, Captain Dave Marsella, Patti Berry, Traci Madson, and Bill Pyper.

**Public Present:** Bill Silva

**I. Approval of Previous Meeting Minutes:** Chairman Walker called for a motion to approve the minutes of October 5, 2011, moved by Commissioner Simpson, seconded by Commissioner Beck, passed by all.

**II. Public Input:** None.

**III. Commission Reports:**

- A. **Correspondence:** The Fire District has received a thank-you card related to some fundraising for child abuse prevention. Chairman Walker also received a letter from Chris Robinson requesting that the Fire District have a 20-minute presentation at an upcoming County Council meeting.
- B. **Financials:** All of the bills have been reviewed and signed.
- C. **Other:** Commissioner Simpson expressed thanks to Tom Fabian and Chaz Ray for their help in the Habitat for Humanity fundraiser and for auctioning off a dinner.

**IV. Old Business:** None.

**V. New Business:**

- A. **Presentation of Tentative Budget.** Bill Pyper presented the tentative budget during the work session. The budget will be approved in December. Chairman Walker called for a motion to tentatively approve the budget, moved by Commissioner Howard, seconded by Commissioner Simpson, passed by all.
- B. **III-I-600 Vacation Periods.** This policy was discussed during the work session and will be posted for the next month.
- C. **III-G-200 Promotional Examinations.** This policy was discussed during the work session and will be posted for the next month.

**VI. Staff Reports and Input:**

- A. Patti reminded that this year's holiday party will be December 3<sup>rd</sup> and will be held at the Utah Olympic Park.
- B. Commissioner Bacon asked if the Fire District planned on taking a stance related to the proposed changes in fireworks. AC/FM Adams gave an update on the issue and that the Fire Prevention Board would be taking an active part.

- C. Chief Hewitt reported that the quarterly awards breakfast at Park City Medical Center will be held on November 21<sup>st</sup> at 7:30 a.m. The commissioners are always welcome to attend.
- D. Chiefs Hewitt and Zanetti gave an update on the recruit class. The recruits have reached the half-way point and are doing very well. It was reported that they will be a great asset to the Fire District.

**VII. Other:** None.

**VIII. Adjournment:** With no further business to come before the board, Chairman Walker called for a motion to adjourn, moved by Commissioner Bacon, seconded by Commissioner Simpson, adjourned at 7:00 p.m.

The next regularly scheduled meeting of the Park City Fire District Administrative Control Board will be held December 7, 2011, 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*