

Park City Fire Service District  
Administrative Control Board - Regular Public Meeting Minutes  
Fire District Administrative Office Building  
July 2, 2013

Chairman Michael Howard called the meeting to order at 6:30 p.m.

**Commissioners Present:** Chairman Michael Howard, Commissioner Jay Dyal, Commissioner Christina Miller (remote via Webex), Commissioner Liza Simpson, and Commissioner Walker.

**Commissioners Absent:** None.

**District Personnel Present:** Chief Paul Hewitt, Patti Berry, Traci Madson, and Bill Pyper.

**Public Present:**

**I. Approval of Previous Meeting Minutes:** Chairman Howard called for a motion to approve the June 4, 2013 minutes, moved by Commissioner Simpson, seconded by Commissioner Dyal, passed by all. One change was requested which is that Chairman Howard should be listed as absent from the work session. Traci said she would make the change.

**II. Public Input:** None.

**III. Commission Reports:**

A. Correspondence: The Fire District received a thank you email regarding the work the chippers are doing in Moose Hollow. Also received was a letter from Utah Task Force One thanking the Fire District for their help in recent training exercises.

B. Financial: All bills have been reviewed and signed.

**IV. Old Business:**

A. II-B-100 Administrative Control Board. Chairman Howard called for a motion to approve this policy. Commissioner Simpson requested that the commissioners get a red-lined copy of all policies so that they can make sure all of their input has been tracked and added. Commissioner Dyal moved to approve, seconded by Commissioner Walker, passed by all.

**V. New Business:**

A. The issue regarding the commissioners receiving a W-2 vs. 1099 will be deferred until the August meeting. Commissioner Simpson would like information prior to the meeting to review.

**VI. Staff Reports and Input.**

- A. The Park City Fire District will be holding entry level firefighter testing next week. The Fire District will hire six firefighters.
- B. The new Fire District motorcycles were deployed during the Ragnar and will also be in the July 4<sup>th</sup> parade.
- C. The Fire District will have one intern this summer; he will participate in his first ride-along this Saturday.
- D. BC Hales will meet with South Summit Ambulance to discuss the consolidation of administrative services.

**VII. Discussion of Possible Future Agenda Items/Additional Comments:**

- A. Discussion regarding a W-2 vs. 1099 for the ACB, deferred from last month.

**VIII. Adjournment:** With no further business to come before the board, Chairman Howard called for a motion to adjourn the Public Meeting and move into Closed Executive Session, moved by Commissioner Simpson, seconded by Commissioner Dyal, passed by all. The Public Meeting was adjourned at 6:40 p.m.

**IX. Closed Executive Session:** Discussion of the character, competence, or health of an individual; deployment of security personnel, devices, or systems; collective bargaining issues; pending or reasonably imminent litigation; purchase, exchange, lease, or sale of real property; investigative proceedings regarding allegations of criminal misconduct. The Closed Executive Session adjourned at 6:45 p.m.

**X. Public Meeting:** The Public Meeting was reopened and adjourned at 6:47 p.m.

The next regularly scheduled meeting of the Park City Fire District Administrative Control Board will be held August 6, 2013, beginning at 6:30 p.m. in the PCFD Administrative Offices, 736 West Bitner Road, Park City, Utah 84098.

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

*Prepared by: Traci Madson*