

**Park City Fire Service District
Administrative Control Board – Regular Meeting Minutes
Fire District Administrative Office Building
736 West Bitner Road, Park City, Utah
February 2, 2016**

Administrative Control Board regular meeting called to order: 6:45 p.m.

Board Members Present: Chair Liza Simpson, Vice Chair Christina Miller, Jay Dyal, Michael Howard, Dianne Walker

District Personnel Present: Chief Paul Hewitt, AC/FM Scott Adams, BC Bob Evans, BC Eric Hales, BC Bob Zanetti, BC Ray Huntzinger, Patti Berry Human Resources Officer, Dave Dorsey IT, Del Barney CFO, Debbie Colgan Administrative Assistant

Additional Attendees: County Attorney Robert Hilder, Chief Civil Deputy Attorney David Thomas, Deputy County Attorney Jami Bracken, Bill Silva

I. Approval of January 12, 2016 Meeting Minutes

Board Member Howard made a motion to approve the minutes of the January 12, 2016 Administrative Control Board meeting. The motion was seconded by Board Member Dyal and passed unanimously, 5-0.

II. Public Input

There was no public input.

III. Board Member Reports and Business

A. Correspondence

A brief comment was made regarding some of our firefighters going to Morocco in March. BC Evans stated they are going to train the Moroccan military in search and rescue techniques specific to structural collapse. It is organized through the Utah Task Force.

B. Financial

There were no questions about the financial reports.

IV. Old Business

There was not any old business.

V. New Business

A. Land for Fleet Services Building

This item is tabled to the March 1, 2016 meeting.

VI. Staff Reports and Input

The January report has been posted as well as the annual report. A comment was made that the District handled some serious fires in the last two months. BC Evans pointed out that one of the January incidents involved the use of a community AED on Main Street. The AED was successfully administered by bystanders before the arrival of EMS.

Board Member Walker asked for clarification on the interlocal agreement with the County, whether it is the case that we would see the agreement this year but it would not go into effect until next year. Chair Simpson and Chief Hewitt replied that was indeed the case.

VII. Discussion of Possible Future Agenda Items/Additional Comments

The fleet services building discussion has been tabled to the March 2, 2016 meeting. Formation of an Auditing Committee will be discussed at the March 2 meeting as well.

VIII. Closed Executive Session

Board Member Miller made a motion to convene in closed session. The motion was seconded by Board Member Dyal and passed unanimously, 5 to 0.

The Administrative Control Board met in closed session to discuss property for the fleet services building from 6:56 p.m. to 7:12 p.m. Those in attendance were: Chair Liza Simpson, Vice Chair Christina Miller, Board Member Jay Dyal, Board Member Michael Howard, Board Member Dianne Walker, Chief Paul Hewitt, Chief Scott Adams, and Interim CFO Del Barney.

Board Member Howard made a motion to dismiss from closed session. The motion was seconded by Board Member Miller and passed unanimously, 5 to 0.

IX. Adjournment

The regular meeting of the Park City Fire District Administrative Control Board adjourned at 7:13 p.m.

The next regularly scheduled meeting of the Park City Fire District Administrative Control Board will be March 1, 2016, beginning at 6:30 p.m. in the PCFD Administrative Offices, 736 West Bitner Road, Park City, UT 84098.

Approved: _____

Date: _____