

**Park City Fire Service District
Administrative Control Board – Regular Meeting Minutes
Park City Fire District Administrative Office Building
January 10, 2025**

Meeting was held at the anchor location of the Park City Fire Service District Administrative Office Building, 736 West Bitner Rd., Park City, Utah, 84098

Administrative Control Board regular meeting called to order: 7:30 a.m.

Board Members Present: Chair Butwinski, Vice Chair Briley, Treasurer Miller, Secretary Hanrahan, and Board Member Rubell

District Personnel Present: Chief Bob Zanetti and HR Patti Berry

I. Roll Call

Chair Butwinski began the meeting by conducting a roll call.

II. Closed Meeting

Treasurer Miller made a motion to close the regular meeting of the Administrative Control Board and convene a closed meeting to discuss the character, professional competence, or physical or mental health of one or more individuals; the motion was seconded by Vice Chair Briley. Those in favor were Chair Butwinski, Vice Chair Briley, Treasurer Miller, Secretary Hanrahan, and Board Member Rubell; the motion passed unanimously, 5-0.

The Administrative Control Board met in closed session to discuss the character, professional competence, or physical or mental health of one or more individuals from 7:30 a.m. to 8:30 a.m. Those in attendance were Chair Butwinski, Vice Chair Briley, Treasurer Miller, Secretary Hanrahan, Board Member Rubell, Chief Zanetti, and HR Berry.

Treasurer Miller made a motion to dismiss from closed session and reconvene the regular meeting; the motion was seconded by Secretary Hanrahan. Those in favor were Chair Butwinski, Vice Chair Briley, Treasurer Miller, Secretary Hanrahan, and Board Member Rubell; the motion passed unanimously, 5-0.

Those attending the remainder of the regular meeting were Chair Butwinski, Vice Chair Briley, Treasurer Miller, Secretary Hanrahan, Board Member Rubell, Chief Zanetti, and HR Berry.

III. Adjournment

Secretary Hanrahan made a motion to adjourn the regular meeting and it was seconded by Treasurer Miller. Those in favor were Chair Butwinski, Vice Chair Briley, Treasurer Miller,

Secretary Hanrahan, and Board Member Rubell; the motion passed unanimously, 5-0. The regular meeting of the Park City Fire District Administrative Control Board adjourned at 8:30 a.m.

The next regularly scheduled meeting of the Park City Fire District Administrative Control Board will be February 4, 2025, beginning at 6:30 p.m. in the PCFD Administrative Offices, 736 W. Bitner Road, Park City, UT 84098.