

Park City Fire Service District  
Administrative Control Board - Regular Public Meeting Minutes  
Park City Fire District Headquarters  
February 17, 2010

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

**Commissioners Present:** Chairman Kent Cashel, Commissioner Jim Bacon, Commissioner Robbie Beck, and Commissioner Dianne Walker.

**Fire District Personnel Present:** Chief Kelly Gee, AC/FM Scott Adams, AC Frank Heumann, AC Bob Zanetti, BC Steve Zwirn, 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 February 3, 2010, which was moved by Commissioner Walker, seconded by Commissioner Beck, 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. Adoption of Revised Personnel Policies. Patti Berry gave an update on the procedures, which can ultimately be approved by the Chief. Commissioner Bacon asked if an acting-in battalion chief or captain would be able to hand out discipline. Chief Gee reported that those incidents would be very minimal and explained how those situations would be handled. Chairman Cashel called for a motion to adopt III-J-200, Disciplinary Actions-Grounds & Procedures, moved by Commissioner Bacon, seconded by Commissioner Beck, passed by all.
- V. **New Business:**
  - A. None.
- VI. **Staff Reports and Input:**
  - A. Chief Gee reported that the Fire District is tracking legislation.

- B. Chief Gee reported that Bill Pypier is getting ready for the audit, which will begin next week.

**VII. Adjournment:** With no further business to come before the board, Chairman Cashel called for a motion to adjourn, moved by Commissioner Bacon, seconded by Beck, adjourned at 6:45 p.m.

The next regularly scheduled meeting of the Park City Fire District Administrative Control Board will be held March 3, 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*