

Park City Fire Service District  
Administrative Control Board - Regular Public Meeting Minutes  
Fire District Administrative Office Building  
November 7, 2012

Chairman Dianne Walker called the meeting to order at 6:40 p.m.

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

**Commissioners Absent:** Commissioner Jim Bacon

**Fire District Personnel Present:** Chief Paul Hewitt, AC/FM Scott Adams, AC Bob Zanetti, BC Bob Evans, BC Ray Huntzinger, Captain Shawn Winder, Engineer Eric Gomm, Patti Berry, Dave Dorsey, Traci Madson, and Bill Pyper.

**Public Present:** Bill Silva

**I. Approval of Previous Meeting Minutes:** Chairman Walker called for a motion to approve the October 3, 2012 minutes, moved by Commissioner Howard, seconded by Commissioner Simpson, passed by all. Chairman Walker abstained.

**II. Public Input:** None.

**III. Commission Reports:**

- A. **Correspondence:** The Fire District has received several thank-you emails and letters. Commissioner Simpson commented on the thank-you letter written by the high school intern's parent, thanking the Fire District for the influence they had on this intern.
- B. **Financial:** All bills have been reviewed and signed.
- C. **Other:** None.

**IV. Old Business:**

- A. None.

**V. New Business:**

- A. **Presentation of Policy III-E-700 Uniform and Grooming Standards, Policy III-I-200 Sick Leave – Full-Time Personnel, and Executive Order III-L-100 Compensation Program for January 1, 2013 through December 31, 2014.** Patti Berry explained the changes and reported that these would be posted for review and approved at the next meeting.
- B. **Presentation of tentative budget for year ending December 31, 2013.** Bill Pyper presented and discussed the various budgets.

**VI. Staff Reports and Input.**

- A. BC Evans explained hose testing. AC/FM Adams also reported that hose is tested every year in order to keep the current ISO rating. NFPA guidelines are always followed.
- B. BC Evans reported on last month's Utah Task Force training deployment exercise in Colorado. Chief Evans reported that following that exercise the Colorado task force was deployed to help during Hurricane Sandy.
- C. BC Evans reported that the attic prop in the training tower is finished and is the only life-sized attic prop in the state. It is that time of year when attic fires will be more likely so the crews are training this week on attic fires.
- D. BC Huntzinger reported that Engineer Gomm headed up extrication training for the crews. Each crew participated in a two-day extrication exercise.
- E. Chief Hewitt reported that Darren Nelson and Dusty Sexton will promote to captain effective January 1, 2013.
- F. The Fire District's holiday party will be held on December 15<sup>th</sup>.

**VII. Other Business:**

- A. None.

**VIII. Adjournment:** With no further business to come before the board, Chairman Walker called for a motion to adjourn, moved by Commissioner Simpson, seconded by Commissioner Beck. Meeting adjourned at 6:52 p.m.

The next regularly scheduled meeting of the Park City Fire District Administrative Control Board will be held December 5, 2012, 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*