

## MINUTES

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### ***BURNEY FIRE PROTECTION DISTRICT*** **BOARD OF FIRE COMMISSIONERS**

August 16, 2022

3:00 PM – Regular Meeting

#### **OPEN SESSION**

**MEETING CALLED TO ORDER:** 3:02 p.m. by Board Chair Valinoti

**FLAG SALUTE:** Board Chair Valinoti

#### **ROLL CALL**

Roger Valinoti-Present

Steve Sweet - Absent

Irene May - Present

Forrest Bartell – Present

Pamela Grant - Present

#### **AGENDA APPROVAL**

On motion by May, and second by Bartell, the **Agenda was approved** by the following vote:

Ayes: May, Bartell, Grant, Valinoti

Noes: None

Absent: Sweet

Abstain: None

#### **ANNOUNCEMENTS/PRESENTATIONS**

Chief May introduced Jen Luck as the new Administrative Assistant. Bianca Ramos accepted a full-time position with Mountain Valleys.

#### **COMMITTEE REPORTS**

Finance – None

Strategic Plan Committee – None

Fire Station Relocation Committee – None

Legislative Committee – None

#### **PUBLIC COMMENTS**

None.

#### **PUBLIC FORUM RESPONSE**

None.

## **CONSENT CALENDAR**

*Items are expected to be routine and non-controversial. They will be acted upon by the Board at one time, using one motion, without discussion. Any Commissioner, staff member, or interested person or party may request that an item be removed from the consent calendar for later discussion.*

- a. Approval for payment of bills as submitted: 7/12/22 Batch #4; 7/19/22 Batch #5; 07/25/22 Batch #6; 7/27/22 Batch #8; 07/27/22 Batch #7; 08/01/22 Batch #1; 08/10/22 Batch #3
- b. Approval of the Minutes from the Regular Meeting, July 19, 2022
- c. Monthly financial reports for July 2022.
- d. Ambulance accounts receivable reports for July 2022 (Wittman and Sierra Receivables)

On motion by Bartell and second by Grant, **the Consent Calendar items were approved by the following vote:**

Ayes: Bartell, Grant, May, Valinoti  
Noes: None  
Absent: Sweet  
Abstain: None

## **ITEMS REMOVED FROM THE CONSENT CALENDAR.**

### **DISCUSSION / ACTION ITEMS**

- a. Resolution BFPD 2022-06 Adoption of AMENDED CONFLICT OF INTEREST  
On motion by Bartell and second by Grant, the Board adopts Resolution BFPD 2022-06

Ayes: Bartell, Grant, May Valinoti  
Noes: None  
Absent: Sweet  
Abstain: None

- b. Fire Auxiliary Checking Account  
On motion by Bartell and second by Valinoti, the Board authorizes the following individuals be signers to the account: Chief May, an Auxiliary Member, and Board Director Bartell, and approved by the following vote:

Ayes: Bartell, Valinoti, May, Grant  
Noes: None  
Absent: Sweet  
Abstain: None

- c. Authorize purchase of surplus OES Engine

On motion by Bartell and second by May, the Board authorizes Chief May to execute the necessary document to purchase the engine and approved by the following vote:

Ayes: Bartell, May, Grant, Valinoti

Noes: None

Absent: Sweet

Abstain: None

### **FUTURE AGENDA ITEMS**

- a. Board Policy Manual
- b. Staffing Recommendations
- c. Committee Assignments
- d. Resignation of Board Member Steve Sweet

### **FIRE CHIEF'S REPORT**

Chief May presented the Board with a Call Summary for the month of July, detailing 106 calls (see attached). Chief May expanded on our 1600 square miles of Ambulance coverage, explaining how mutual response functions, and noted that shrinkage of the ambulance response area may be beneficial, but will analyze pros/cons. Currently we only have two Ambulance personnel. New PCF fire recruits have finished paperwork and will need to be scheduled for training.

The Election schedule is in process with a deadline for arguments in favor due 8/26/22, of less than 300 words. Mail Ballots are scheduled to mail 10/10/22. Election committees need to be established to present information about the election to the public.

### **BOARD MEMBER REPORTS**

### **ADJOURNMENT**

Board Chair Valinoti adjourned the meeting at 4:00 p.m.

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Board President, Roger Valinoti

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Administrative Assistant, Jen Luck

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Date: