

MINUTES

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

March 21, 2023

3:00 PM – Regular Meeting

OPEN SESSION

MEETING CALLED TO ORDER: 3:00 p.m. by Board Chair Valinoti

FLAG SALUTE: Board Chair Valinoti

ROLL CALL

Roger Valinoti - present
Pam Grant - present
Irene May - present
Forrest Bartell – present
Karen VanCleave – present by phone

AMENDMENT TO AGENDA

Chief May requested a change to Agenda to include a Closed Session. CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.95 (1 potential case). Board Commission Bartell made motion to approve, Grant seconded the motion and was approved by the following vote:

Ayes: Bartell, Grant, I. May, Valinoti, VanCleave

Noes: none

Absent: none

Abstain: none

AGENDA APPROVAL

On motion by I. May, and second by Grant, the **Agenda was approved** by the following vote:

Ayes: I. May, Grant, Valinoti, VanCleave, Bartell

Noes: none

Absent: none

Abstain: none

ANNOUNCEMENTS

Chief May announced that Brevin Brown has accepted the contingent offer of employment as the full-time firefighter and will be in town on Friday, March 24 to complete his pre-employment requirements. He invited the board to join the staff and Brevin for lunch on Friday at 1 pm to welcome Brevin to the Burney Fire Protection District.

PRESENTATIONS

None.

COMMITTEE REPORTS

Finance – None

Strategic Plan Committee – None

Fire Station Relocation Committee – None

Legislative Committee – None

PUBLIC FORUM

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: December 27, 2022, Batch #'s 8; February 6, 2023, Batch #'s 1-4; February 8, 2023, Batch #'s 5, 6, and 7; February 21, 2023, Batch #'s 8 and 9; February 22, 2023, Batch #'s 10.
- b. Approval of the Minutes from the Regular Meeting, February 21, 2023.
- c. Monthly financial reports for February 2023.
- d. Ambulance accounts receivable reports for February 2023.

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

Ayes: I. May, Bartell, Grant, Valinoti, VanCleave

Noes: none

Absent: none

Abstain: none

ITEMS REMOVED FROM THE CONSENT CALENDAR.

None.

DISCUSSION / ACTION ITEMS

- a. LAFCO Ballot

A nomination by VanCleave and second by Grant, the Board Cast a Vote for Fred Ryness for Special District Member for the current opening to the Local Agency Formation Commission (LAFCO). **A vote was cast on the LAFCO Ballot for Fred Ryness, approved by the following vote:**

Ayes: VanCleave, Grant, I. May, Valinoti, Bartell
Noes: none
Absent: none
Abstain: none

b. Replace Steve Sweet as Signer for US Bank and Plumas Bank

On motion by VanCleave and second by Grant, **the Board appointed Forrest Bartell to replace Steve Sweet as signer on the US Bank and Plumas Bank accounts**, the appointment was approved by the following vote:

Ayes: VanCleave, Grant, I. May, Valinoti, Bartell
Noes: none
Absent: none
Abstain: none

c. Fund Transfers between Plumas and US Banks

A detailed accounting of funds transfers in the month of February from Plumas Bank to US Bank were presented to the Board. Receive and File.

d. Administrative Instruction-Firefighter Job Description

A revised Firefighter Job Description was presented to the Board for approval. On motion by Bartell and second by I. May, the updated **Administrative Instruction – Firefighter Job Description was adopted by the following vote:**

Ayes: Bartell, I. May, Grant, Valinoti, VanCleave
Noes: none
Absent: none
Abstain: none

e. FDAC Joint Powers Agreement

On a motion by I. May and second by Bartell, the Board **Adopted Resolution 2023-03 to Accept Amended Joint Powers Agreement for the consolidation of FDAC EBA and FASIS**. The Resolution was adopted by the following vote:

Ayes: I. May, Bartell, Grant, Valinoti, VanCleave
Noes: none
Absent: none
Abstain: none

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.95 (1 potential case).

The Board held a closed session which convened at 3:25 p.m. and concluded at 3:39 p.m. Commissioner Bartell made a motion to authorize Chief May to send a letter to Mayer's Memorial Hospital CEO declining ambulance billing service for the Burney Fire Protection District as it relates to Medicare billing. The motion was seconded by I. May, and the motion passed with the following vote:

Ayes: Bartell, I. May, Valinoti, Grant, VanCleave
Noes: none
Absent: none
Abstain: none

FUTURE AGENDA ITEMS

AI Instruction Updates
April Preliminary Budget

FIRE CHIEF'S REPORT

Chief May reported that the fire hall is in the midst of interior painting. We are waiting on a quote for snow stoppers and gutter for the roof; new blinds are on order for the front windows. We are still waiting on several grants. Kathy Newton has applied to perform live scans for the fire hall. The Emergency Response System has a billing component and Chief would like Jen to work with Commissioner Grant to determine the feasibility of in-house billing.

BOARD MEMBER REPORTS

None.

ADJOURNMENT

Board Chair Valinoti adjourned the meeting at 3:44 p.m.



Board Chair, Roger Valinoti



Administrative Assistant, Jennifer Luck

4/18/23

Date: 03/21/2023