

## MINUTES

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**BURNEY FIRE PROTECTION DISTRICT  
Board of Fire Commissioners  
Tuesday, July 18, 2023  
3:00 PM Regular Meeting**

### OPEN SESSION

1. **MEETING CALLED TO ORDER:** 3:00 pm by Vice Chair Forrest Bartell

2. **FLAG SALUTE:** Board Vice Chair Forrest Bartell

3. **ROLL CALL**

Roger Valinoti – absent  
Forrest Bartell – present  
Irene May – present  
Pamela Grant – present  
Karen VanCleave – present

4. **AGENDA APPROVAL**

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

Ayes: I. May, K. VanCleave, F. Bartell, P. Grant  
Noes: None  
Absent: R. Valinoti  
Abstain: None

5. **ANNOUNCEMENTS**

None.

6. **PRESENTATIONS**

Presentation on Ambulance Billing by Judy Vang of Wittman Enterprises via Zoom.

7. **COMMITTEE REPORTS**

None.

8. **PUBLIC COMMENTS**

None.

9. **PUBLIC FORUM RESPONSE**

None.

## **10. 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: June 1, 2023 Batch #1; June 12, 2023 Batch #2; June 14, 2023 Batch #'s 3, 4; June 22, 2023 Batch # 5; June 22, 2023 Batch # 6; June 23, 2023 Batch #'s 7, 9, 10; June 26, 2023 Batch #'s 8, 11; June 29, 2023 Batch # 12; June 30, 2023 Batch # 13.
- b. Monthly Funds Transfer Summary
- c. Approval of the Minutes: Regular Meeting June 20, 2023.
- d. Monthly financial reports for June 2023
- e. Ambulance accounts receivable reports for June 2023 (Wittman and Sierra Receivables)
- f. June Incident Counts

On motion by K. Van Cleave and second by I. May, the Consent Calendar items were approved by the following vote.

Ayes: I. May, F. Bartell, P. Grant, K. VanCleave  
Noes: None  
Absent: R. Valinoti  
Abstain: None

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

None.

## **12. PUBLIC HEARING**

None.

## **13. DISCUSSION / ACTION ITEMS**

- a. Mello-Roos Community Facilities District

*Action:*

1. Adopt Resolution 2023-06 Boundary Map Annexation CFD 2006-2

On motion by K. VanCleave and seconded by P. Grant, the Board adopted Resolution 2023-06.

Ayes: K. VanCleave, P. Grant, I. May, F. Bartell

Noes: None

Absent: R. Valinoti

Abstain: None

2. Adopt Resolution 2023-07 Declaring Intention to Authorize Annexation to CFD 2006-2  
On motion by K. VanCleave and seconded by P. Grant, the Board adopted Resolution 2023-07.

Ayes: K. VanCleave, P. Grant, I. May, F. Bartell

Noes: None

Absent: R. Valinoti

Abstain: None

3. Set date for public hearing.

On motion by K. VanCleave and seconded by I. May the monthly Board Meeting will be moved to August 22, 2023 at 3:00 pm and the public hearing will be held at that time.

Ayes: K. VanCleave, P. Grant, I. May, F. Bartell

Noes: None

Absent: R. Valinoti

Abstain: None

**14. CLOSED SESSION**

None.

**15. REPORT FROM CLOSED SESSION**

None.

**16. FUTURE AGENDA ITEMS**

Board Member Karen VanCleave requested time at the September Board meeting for training in reading and understanding various Financial Reports.

**17. FIRE CHIEF'S REPORT**

Chief May provided the Board with an update of US Bank accounts. He explained that at the end of July, we will close the fiscal year. We have moved money from the US Bank Operating Fund to the Plumas Bank Operating Fund. In the coming fiscal year, we will be able to see more clearly what we are spending and what we can retain as we transfer to US Bank only what is needed to cover warrants and payroll. Chief May hopes that in August we will be able to clear the debt that was incurred. He also reported that ACH is being implemented to pay vendors.

We will be receiving an OTS Grant that Chief May has applied for soon.

The Fire District plans to order a new ice making machine to replace the one that we have now that is unreliable.


Chief May has sent Abatement Notices to multiple properties in Burney. He also noted that the transient population is growing in town and that it is a concern for fire safety.

**18. BOARD MEMBER COMMENTS**


None.

**19. ADJOURNMENT**

Board Vice Chair Bartell adjourned the meeting at 3:55 pm.

  
Board Vice Chair, Forrest Bartell

  
Administrative Assistant, Kathy Newton

  
Date: 07/18/2023