

MINUTES

BURNEY FIRE PROTECTION DISTRICT
Board of Fire Commissioners
Tuesday, September 19, 2023
3:00 PM Regular Meeting

OPEN SESSION

1. **MEETING CALLED TO ORDER:** 3:00 PM By Acting Board Chair Grant

2. **FLAG SALUTE:** Acting Board Chair Grant

3. **ROLL CALL**

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

4. **AGENDA APPROVAL**

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

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

5. **ANNOUNCEMENTS**

None.

6. **PRESENTATIONS**

None.

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: August 1, 2023 Batch # 01, August 3, 2023 Batch # 02, August 3, 2023 Batch # 03, August 11, 2023 Batch # 04, August 11, 2023 Batch # 05, August 11, 2023 Batch # 06, August 11, 2023 Batch # 07, August 24, 2023 Batch # 08, August 29, 2023 Batch # 09.
- b. Monthly Funds Transfer Summary (page 14)
- c. Approval of the Minutes: Regular Meeting July 18, 2023 (pages 15-19)
- d. Monthly financial reports for July 2023 (pages 20-28)
- e. Ambulance accounts receivable reports for July 2023 (Wittman and Sierra Receivables) (pages 29-36)
- f. July Incident Counts (pages 37-40)

On motion by K. VanCleave and second by F. Bartell, the Consent Calendar items were approved by the following vote:

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

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
Second reading and Adopt Ordinance 2023-01 Authorizing the Levy of a Special Tax within BFPD CFD No. 2006-1

On motion by F. Bartell and second by K. VanCleave, the Board Adopted Ordinance 2023-01 by the following vote:

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

Noes: None

Absent: R. Valinoti

Abstain: None

b. Discussion of Financial Statements

Chief May led the Board in a review of reading and understanding Financial Statements.

c. Closure of Plumas Bank Accounts

On motion by K. VanCleave and second by F. Bartell the Board Authorized closure of Plumas Bank Accounts and the issue of a cashier's check to be deposited to US Bank by the following vote.

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

Noes: None

Absent: R. Valinoti

Abstain: None

d. Presentation of FY 2022-2023 Audit

On motion by K. VanCleave and second by I. May, the FY 2022-2023 Audit was approved by the following vote:

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

Noes: None

Absent: R. Valinoti

Abstain: None

e. Funding Agreement between County of Shasta and BFPD

On motion by I. May and second by K. VanCleave the Board Authorized the Fire Chief to Execute the ARAP Grant Agreement with Shasta County by the following vote:

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

Noes: None

Absent: R. Valinoti

Abstain: None

f. Request to Change October Meeting Date

On motion by I. May and second by F. Bartell the Board Authorized the October Board Meeting date to be changed from October 17th to October 24th by the following vote:

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

Noes: None

Absent: R. Valinoti

Abstain: None

14. CLOSED SESSION

None.

15. REPORT FROM CLOSED SESSION

None.

16. FUTURE AGENDA ITEMS

Chief May is working on an RFP report for the Board.

17. FIRE CHIEF'S REPORT

Chief May reported that Marc St. Clair is doing very well and is a good addition to BFPD. He will be taking classes for EMT certification beginning in October. An interview is scheduled later this week for an applicant who has just received her EMT certification as well.

Water Tender 17 is in Montgomery Creek for maintenance service.

BFPD should be receiving a new ambulance in October. A windshield glass cutter was purchased this month.

Building Maintenance: Two bids have been received for new gutters. One more estimate has been requested. Work is being done on the driveway behind the fire station. Painting on the front of the fire station will begin soon, and a carpenter will repair the damaged trim. The planter box will be removed due to damage from animals and vandalism.

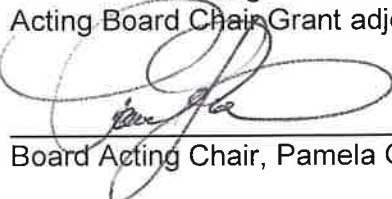
18. BOARD MEMBER COMMENTS

Fire Commissioner Karen VanCleave reported that Narcan will soon be available in local schools.

Karen also took the opportunity, as a community member, to speak at the last Mayers Memorial Hospital board meeting. After hearing CEO Chris Bjornberg's poor remarks about the BFPD the previous month, Karen wanted to address the board members. She gave them more information about the event referenced at the last meeting to clear up any semblance of error on the part of BFPD and reminded them that we are all in the same community. To end on a positive note, Karen let the board members know that her husband received good care at Mayers recently, though the cost of \$141,000 for a medical flight to Reno would be extremely difficult for a family without good health insurance. CEO Chris Bjornberg spoke with Karen and Chief May after the meeting and apologized for his comments. He said he would talk to the Mayers Board.

19. ADJOURNMENT


The Board Meeting concluded in honor and memory of Steve Sweet. Acting Board Chair Grant adjourned the meeting at 4:09 pm.



Board Acting Chair, Pamela Grant



Administrative Assistant, Kathy Newton



Date: 09/19/2023