

MINUTES

**BURNEY FIRE PROTECTION DISTRICT
Board of Fire Commissioners
Tuesday, April 16, 2024
3:00 PM Regular Meeting**

OPEN SESSION

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

2. **FLAG SALUTE** Chair Valinoti

3. **ROLL CALL**

Roger Valinoti - present
Irene May - present
Forrest Bartell - present
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: R. Valinoti, I. May, P. Grant, K. Van Cleave, F. Bartell

Noes: None

Absent: None

Abstain: None

5. **ANNOUNCEMENTS**

None.

6. **PRESENTATIONS**

Chief May introduced Boy Scout Troop #38 and parent leader Tara Peckham. The Troop attended the meeting to observe local government in action and receive their merit badge.

7. **COMMITTEE REPORTS**

None.

8. **PUBLIC COMMENTS**

This time is reserved for members of the public to address the Board relative to matters of District that are not on the agenda. Persons wishing to address items on the agenda will be permitted to do so during the discussion of the item. No action may be taken on non-agenda

items unless authorized by law. Comments will be limited to five minutes per person, twenty minutes in total.

9. PUBLIC FORUM RESPONSE

Response to public comments by Fire Chief, if necessary.

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: February 8, 2024, Batches # 01, 02, 03, 04, 05, 06, February 15, 2024, Batch # 07, February 22, 2024, Batches # 08, 09, February 23, 2024, Batches # 08-Dec2023, 10, February 27, 2024, Batch # 11, March 4, 2024, Batches # 01, 02, March 5, 2024, Batch #03, March 14, 2024, Batches #04, 05, 06, March 21, 2024, Batch # 07, March 26, 2024, Batch # 08, 09, March 31, 2024, Batch # 10, 11.
- b. Monthly Funds Transfer Summary for February & March
- c. Approval of the Minutes: Regular Meeting February 13, 2024
- d. Monthly financial reports for February & March 2024
- e. Ambulance accounts receivable reports for February & March 2024 (Wittman and Sierra Receivables)
- f. February & March Incident Counts

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

Ayes: R. Valinoti, I. May, P. Grant, K. Van Cleave, F. Bartell

Noes: None

Absent: None

Abstain: None

11. ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

12. DISCUSSION / ACTION ITEMS

a. Fire Department Legal Counsel

The Board discussed the need in today's evolving legal environment to have legal counsel available for legal advice as needed.

Action: On motion by Forrest Bartell and second by Karen VanCleave, the Board moved to Authorize the Fire Chief to execute a retainer agreement with Lozano Smith Attorneys at Law by the following vote:

Ayes: R. Valinoti, I. May, P. Grant, K. Van Cleave, F. Bartell

Noes: None

Absent: None

Abstain: None

b. AI Sick Leave Policy

The Board discussed SB 616, the new California expansion of paid sick leave law. With the new law in place, AI instruction for Part Time Employees and Full Time Employees will need to be adjusted.

Action: On motion by F. Bartell and second by K. VanCleave the Board requested that the Fire Chief bring to the next meeting specific changes to the AI for Sick Leave by the following vote:

Ayes: R. Valinoti, I. May, P. Grant, K. Van Cleave, F. Bartell

Noes: None

Absent: None

Abstain: None

c. AI Workplace Violence Policy

The Board discussed a new workplace violence policy in accordance with SB 553.

Action: On motion by F. Bartell and second by I. May, the Board voted to Adopt the AI Workplace Violence Policy as presented by the following vote:

Ayes: R. Valinoti, I. May, P. Grant, K. Van Cleave, F. Bartell

Noes: None

Absent: None

Abstain: None

d. Surplus Vehicle Ambulance 17

The Board discussed disposal of Ambulance 17. Chief May expects that the Ambulance will sell for about \$12,000.00. He recommends that we advertise on Craigs List and set a minimum bid.

Action: On motion by F. Bartell and second by I. May, the Board Authorized the Fire Chief to Disposal of Ambulance 17 by the following vote:

Ayes: R. Valinoti, I. May, P. Grant, K. Van Cleave, F. Bartell

Noes: None

Absent: None

Abstain: None

13. FUTURE AGENDA ITEMS

- a. Sick Leave Policy
- b. Preliminary Annual Budget
- c. Resolution & Ordinance for the November Election
- d. Mello-Roos Annexation of the new Co-gen plant on Black Ranch Road and a new family dwelling in the process of being built.

14. FIRE CHIEF'S REPORT

Chief May reported that the Community Helpers event was a great day. The ambulance was there for kids to take a close look. Courtney Cleckler and Alyssa Allison were on site after returning from a call. Kathy Newton was there to give away fire safety coloring books and hats, and Irene May helped in serving the lunch that was provided to about 300 people.

The Pancake Breakfast on April 6th was a successful day. An estimated 125 people were in attendance and enjoyed breakfast and the Jaws of Life demonstration. Donations that exceeded the cost of the breakfast will be used to purchase equipment to de-energize an electric vehicle in the event of an emergency.

EC Paving will begin to pave the driveway in the back of the Fire Station on June 1, 2024.

EMR training concluded with Abe Hathaway, Courtney Cleckler and Marc St. Clair earning their EMR certification, giving them another level of EMS.

Marc St. Clair also completed this EMT training and will take the final exam this week.

The Apparatus doors were serviced last week.

Chief May is talking with the Pit River Tribe about the new construction project and making sure that all the plans are filed as required.

A Rapid Intervention Pack was purchased using \$1000.00 grant funds from the Community Foundation of the North State.

Chief May is talking with representatives of Mayers Memorial Hospital as they are seeking approval from the County to reopen the old TCCN Community Center as a daycare center.

15. BOARD MEMBER COMMENTS

Karen VanCleave stated that some people she talked with hadn't understood Measure B in the last election. She suggested that in the upcoming election that the language be simplified for the general public to understand quickly, especially when they are just reading the abbreviated text printed on the ballot.

16. CLOSED SESSION

- a. Public Employment Pursuant to Section 54957: Fire Chief

17. REPORT FROM CLOSED SESSION

No reportable action taken.


18. ADJOURNMENT

A complete agenda packet is available for public inspection at the office of the Board Secretary, 37072 Main Street, during regular business hours, 8:30 AM to 4:30 PM, Monday – Thursday.

R. Valinoti adjourned the meeting at 5:15 PM.


Board Chair, Roger Valinoti


Administrative Assistant, Kathy Newton


Date: 05/21/2024