MINUTES

**BURNEY FIRE PROTECTION DISTRICT**
**Board of Fire Commissioners**
**Tuesday, January 20, 2026**
**3:00 PM Regular Meeting**

**OPEN SESSION**

## 1. MEETING CALLED TO ORDER

Irene May called the meeting to order at 3:00 pm.

## 2. FLAG SALUTE

Irene May led the flag salute.

## 3. ROLL CALL

Irene May - Present
Roger Valinoti - Present
Pamela Grant - Present
Karen VanCleave - Present
Brian Harris – Present

## 4. AGENDA APPROVAL

On a motion by K. VanCleave and second by R. Valinoti, the Agenda was approved by the following vote:

Ayes: I. May, R. Valinoti, P. Grant, K. VanCleave, B. Harris
Nones: None
Absent: None
Abstain: None

## 5. PUBLIC COMMENTS

None.

## 6. PUBLIC FORUM RESPONSE

None.

## 7. CONSENT CALENDAR

On a motion by K. VanCleave and second by R. Valinoti, the Agenda was approved by the following vote:

Ayes: I. May, R. Valinoti, P. Grant, K. VanCleave, B. Harris

Nones: None
Absent: None
Abstain: None

a. Approval of check register (December 2, 2025, Batch #1, December 9, 2025, Batches #02, 03, December 10, 2025, Batch #04, December 22, 2025, Batches #05, 06, 07, 08)
b. Monthly Funds Transfer Summary for December
c. Approval of the Minutes: Regular Meeting December 16, 2025, and Special Meeting January 5, 2026
d. Monthly financial reports for December
e. Ambulance accounts receivable reports for December (Wittman & FCN)
f. December Incident Counts
g. 2025 Year End Incident Counts
h. Adoption of 2026 Board Meeting Calendar

On a motion by R. Valinoti and second by P. Grant, the Agenda was approved by the following vote:

Ayes: I. May, R. Valinoti, P. Grant, K. VanCleave, B. Harris
Nones: None
Absent: None
Abstain: None

## 8. ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

## 9. DISCUSSION / ACTION ITEMS

a. Election of Officers and Committees

This Agenda Item was postponed from the previous month to allow time for a vacant board seat to be filled. The Board discussed filling the positions of President, Vice President, and Secretary. The terms begin on January 1st and end on December 31st.

On a motion by R. Valinoti and second by B. Harris, the Board elected Irene May to serve as Board President by the following vote:

Ayes: I. May, R. Valinoti, P. Grant, K. VanCleave, B. Harris
Nones: None
Absent: None
Abstain: None

On a motion by I. May and second by B. Harris, the Board elected Roger Valinoti to serve as Board Vice President by the following vote:

Ayes: I. May, R. Valinoti, P. Grant, K. VanCleave, B. Harris
Nones: None
Absent: None
Abstain: None

On a motion by I. May and second by P. Grant, the Board elected Karen VanCleave to serve as Board Secretary by the following vote:

Ayes: I. May, R. Valinoti, P. Grant, K. VanCleave, B. Harris
Nones: None
Absent: None
Abstain: None

b. Community Facilities Annual Report

Each year an annual report is created to outline the activity of the BFPD 2006-1. The Board reviewed the report for Fiscal Year 24-25.

c. Photo Copier Lease

The district currently leases a copier. The lease is set to expire on May 31, 2026. Kingsbridge Technologies reached out to the district and has provided a proposal for a new copier machine at a lower cost. The Board reviewed the proposal.

On a motion by R. Valinoti and second by B. Harris, the Board authorized the Fire Chief to execute a new copier lease through Kingsbridge Technologies by the following vote:

Ayes: I. May, R. Valinoti, P. Grant, K. VanCleave, B. Harris
Nones: None
Absent: None
Abstain: None

d. 2025 Fiscal Audit Report

The item is moved to the Board Meeting in February.

## 10. FUTURE AGENDA ITEMS

The Board will review the 2025 Fiscal Audit Report at the February meeting.

## 11. FIRE CHIEF'S REPORT

Chief May reported that January has been busy thus far. The Fire Department has responded to 56 calls since January 1st, including a structure fire on Hudon Street on January 4th.

## 12. BOARD MEMBER COMMENTS

Karen VanCleave asked if the Tribe had signed a MOU with the Fire Department. She noted that at the December 3rd Community Meeting some tribe members had spoken about meaning to get in touch with the Fire Department. Currently there still isn't a signed MOU.

Irene May reported that she, Bob May and Pamela Grant attended the Cassel Community Meeting regarding the newly adopted SOI. She stated that most of the issues are actually with the Shasta LAFCO decision, not with Burney Fire Protection District.

Chief May said that at the meeting, they explained the process again and emphasized that the ultimate decision rests with this Fire District Board. He said that disinformation has been so prevalent. An SOI is a planning document. It is a non-issue in any other way.

## 13. CLOSED SESSION

A closed session was called at 3:55 pm. The session was concluded at 4:48 pm.

a. Public Employee Appointment/Employment
   (Gov. Code § 54957)
   Title - Fire Chief
   Title: Paid Call Firefighter and EMS Personnel
b. Potential Litigation Gov. Code § 54956.9(d)(2) – Two Matters

## 14. REPORT FROM CLOSED SESSION

There was no reportable action from the Closed Session.

## 15. ADJOURNMENT

Irene May adjourned the meeting at 4:49 pm.

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.

Irene May
Irene May, Board Chair

2-17-26
Date

Kathy Newton
Kathy Newton, Administrative Assistant

2/17/2026
Date