

## MINUTES

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

**January 17, 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 by phone

#### **AGENDA APPROVAL**

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

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

#### **RECOGNIZE NEWLY APPOINTED BOARD MEMBER-SWEARING IN/OATH OF OFFICE**

Clerk to the Board, Jennifer Luck, issued the Oath of Office to new Board Member Karen VanCleave. Ms. VanCleave was seated.

#### **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 12, 2022, Batch #'s 1, 2, 4; December 26, 2022, Batch #'s 3; December 19, 2022, Batch #'s 5; December 27, 2022, Batch #'s 6, 7, 9, 10.
- b. Approval of the Minutes from the Regular Meeting, December 20, 2022.
- c. Monthly financial reports for December 2022.
- d. Ambulance accounts receivable reports for December 2022.

On motion by I. May and second by Bartell, **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. Board Reorganization

Nomination and Motion by Bartell and second by I. May, the Board elected Roger Valinoti as Board Chair, approved by the following vote:

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

Nomination and Motion by I. May, and second by Grant, the Board elected Forrest Bartell as Vice Chair, approved by the following vote:

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

Nomination and Motion by Bartell, and second by I. May, the Board elected Pam Grant as Secretary, approved by the following vote:

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

b. Annual Committee Assignments

The following committee members were appointed by Chair Valinoti:

|                          |                   |
|--------------------------|-------------------|
| Finance:                 | Valinoti, I. May  |
| Strategic Plan:          | VanCleave, I. May |
| Fire Station Relocation: | Grant             |
| Legislative:             | Bartell, Grant    |

c. Pay Call Pay Stipends

On motion by Bartell and second by I. May, the Board rescinded Resolution 2009-3, and adopted Resolution 2023-01, adopting the salary range shown on Exhibit A with the addition of a “list of items to be completed on a daily basis if not on calls” by the following vote:

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

d. Review of the 2022 Fiscal Audit

The 2021-2021 Fiscal Audit was not yet available for presentation.

e. Part-Time Administrative Assistant Position

On motion by Bartell and second by I. May, the Board adopted Resolution 2023-02 establishing the Hourly Pay Range for the Part-Time Administrative Assistant, approved by the following vote:

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

f. Fund Transfers between Plumas and US Bank.

Received and filed report.

**CLOSED SESSION**

**FUTURE AGENDA ITEMS**

Mid-Year Budget  
AI Pay Call and Administrative Assistant  
2021-2022 Fiscal Audit

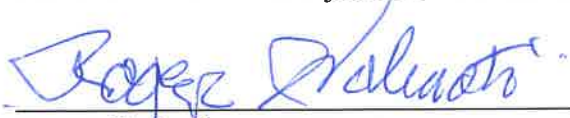
## FIRE CHIEF'S REPORT

Chief May reported that the chassis for the ambulance has been pushed out because of supply chain issues; SCBA packs should arrive in February. E17 is awaiting scheduling with Signarama for wrap of the cab. Chief will be out of town on January 19 and 20, as well as January 30 through February 2. The interior of the fire hall will be painted this month, and the roofing company may be here next week. Chief May introduced Michael Petty, who is being hired as Volunteer Firefighter trainee and also noted that Alissa Allison will be coming on as pay call EMS.

## BOARD MEMBER REPORTS

### ADJOURNMENT

Board Chair Valinoti adjourned the meeting at 4:04 p.m.



Board Chair, Roger Valinoti



District Secretary, Jennifer Luck

ADMINISTRATIVE  
ASSISTANT

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Date: 01/17/2023