

MINUTES

**BURNEY FIRE PROTECTION DISTRICT
Board of Fire Commissioners
Tuesday, December 16, 2025
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

3. ROLL CALL

Irene May - Present
Roger Valinoti - Present
Pamela Grant – Present
Karen VanCleave – 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
Noes: None
Absent: None
Abstain: None

5. PUBLIC COMMENTS

There were two Speaker Request forms turned in before the meeting.

Edie Baltzer addressed the Board first. She has been a resident of Cassel for 38 years. She read the statement that she had also presented at the December 4th LAFCO meeting. Ms. Baltzer stated that Cassel is covered by CALFIRE and Mayers now and she feels that is all that is needed. She said that Cassel residents were not given enough notification about the LAFCO meeting in October. She requested that the Burney Fire Protection Sphere of Influence (SOI) be reconsidered. She felt that Cassel residents were “thrown into the Sphere of Influence”.

Shelly Irwin spoke next. She has been the Secretary of the Cassel Volunteer Fire Department. She said that she was here to observe the discussion and that she has attended other meetings. Her concern is also lack of notification. She said that being part of the SOI is “one step closer

to annexation” which is why some residents are concerned. The Cassel Board has scheduled a community meeting for January 12th at 6:00 pm.

6. PUBLIC FORUM RESPONSE

7. 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 of check register (November 11, 2025, Batches #01, 02, November 12, 2025, Batch #03, November 24, 2025, Batches # 05, 06, 07, 08, November 29, 2025, Batch # 09)
- b. Monthly Funds Transfer Summary for November
- c. Approval of the Minutes: Regular Meeting November 18, 2025
- d. Monthly financial reports for November 2025
- e. Ambulance accounts receivable reports for November 2025 (Wittman & FCN)
- f. November Incident Counts

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

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

8. ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

9. DISCUSSION / ACTION ITEMS

a. LAFCO Meeting Update December 4, 2025 / Oral Report – SOI

Pam Grant, BFPD Board Member, voiced concerns as well. She felt that the Burney Fire Board had not discussed the subject sufficiently. Clarification was provided by Chief May. He assured everyone that a Sphere of Influence - SOI change is a planning tool that is used all over the state to ensure that communities are best served. In our case, LAFCO examines our Municipal Service Review approximately every 7 years. LAFCO expanded the Sphere of Influence for the Fire District to include the Cassel area after a 7-0 vote in October, with one of the reasons being that the County Fire who previously provided fire services and volunteer oversight, withdrew that support over a year ago, prompting new planning discussions.

Chief May further clarified that the SOI has no impact until someone makes a petition to annex. It does not mean there will be an automatic annexation. The community retains decision power. Ultimately the Burney Fire Board commissioners will make the decision. The Burney Fire Board can vote against the annexation even if the community requests it. Chief May said that he is ambivalent about the process. He said that for years no one objected when Burney Fire responded to emergency calls to Cassel. The Burney Fire Department has increased staffing now and is simply willing to be a good neighbor and provide service to the Cassel community.

b. Board Resignation and Authorization to Advertise to Fill Vacancy

Forrest Bartel has submitted his resignation from the Board. His term will expire as of December 1, 2028. This will require the filling of the vacant seat by the Fire Board. The appointed position will serve as appointed until the General Election in December 2026. The Board set the date of Monday, January 5, 2025, at 9:00 am to interview applicants at a Special Meeting.

On a motion by K. VanCleave and second by P. Grant, the Board voted to accept Forrest Bartel's resignation by the following vote:

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

On a motion by R. Valinoti and second by K. VanCleave, the Board voted to authorize advertising the Board Vacancy to be filled by the following vote:

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

c. 2025 Volunteer Fire Assistance Award 7FG25707

Chief May submitted a grant application to CALFIRE. The grant was awarded for the purchase of fire safety equipment. The Fire District was awarded \$4,525.00 in matching funds and will be used to purchase new fire hoses.

On a motion by R. Valinoti and second by K. VanCleave, the Board voted to adopt Resolution 2025-18 Accepting the Grant and Authorizing the Fire Chief to execute the necessary documents by the following vote:

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

10. FUTURE AGENDA ITEMS

There will be a Special Meeting on January 5, 2026, at 9:00 am, for the purpose of interviewing applicants for the Vacant Fire Board position.

11. FIRE CHIEF'S REPORT

Chief May commended two new EMTs for their observation and quick actions when they spotted an attic fire in a house near Safeway. Michaela Martinez and Trinity Ryan pounded on the door and alerted the residents who were unaware of the extensive fire in their attic. Michaela and Trinity helped move the children to safety and called for firefighters. As a result of their actions, no one was injured and damage inside the house was minimal.

12. BOARD MEMBER COMMENTS

None.

13. CLOSED SESSION

A Closed Session was called at 3:40 pm. The Closed Session concluded at 4:25 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) – One Matter

14. REPORT FROM CLOSED SESSION


There was no Reportable Action from the Closed Session.

15. ADJOURNMENT

The meeting was adjourned at 4:25 pm.

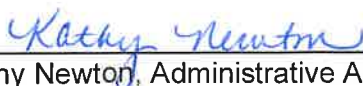
A complete agenda packet is available for public inspection at the office of the Board Secretary, 37072 Main Street, during regular business hours, 8:30 AM to 4:30 PM, Monday – Thursday.

The Burney Fire Protection District wishes to make all its public meetings accessible to the public. If you need special assistance to participate in this meeting, please contact the Secretary to the Board at (530) 335-2212. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.



Irene May, Vice Chair

1-20-26
Date



Kathy Newton, Administrative Assistant

1-20-2026
Date