

## MINUTES

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**BURNEY FIRE PROTECTION DISTRICT  
Board of Fire Commissioners  
Tuesday, October 24, 2023  
3:00 PM Regular Meeting**

### OPEN SESSION

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

2. **FLAG SALUTE:** Acting Board Chair F. Bartell

3. **ROLL CALL**

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

4. **AGENDA APPROVAL**

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

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

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: September 5, 2023 Batch 01, September 8, 2023 Batch #02, September 14, 2023 Batch #03, September 14, 2023 Batch #04, September 21, 2023 Batch # 05, September 26, 2023 Batch #06.
- b. Monthly Funds Transfer Summary (page 11)
- c. Approval of the Minutes: Regular Meeting September 19, 2023 (pages 12-15)
- d. Monthly financial reports for September 2023 (pages 16-20)
- e. Ambulance accounts receivable reports for September 2023 (Wittman and Sierra Receivables) (pages 21-28)
- f. September Incident Counts (pages 29-33)

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

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

Noes: None

Absent: R. Valinoti

Abstain: None

## **11. ITEMS REMOVED FROM THE CONSENT CALENDAR**

## **12. PUBLIC HEARING**

## **13. DISCUSSION / ACTION ITEMS**

- a. Extrication Equipment

On motion by K. VanCleave and second by P. Grant the Board Authorized the Fire Chief to purchase Office of Traffic Safety Extrication Equipment by the following vote:

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

Noes: None

Absent: R. Valinoti

Abstain: None

- b. Asphalt Replacement

Chief May recommended that the Board table going forward with asphalt replacement as more time for research is needed. Chief May stated that the area behind the fire station that is in need of new pavement could safely last through the winter season.

**14. CLOSED SESSION**

None.

**15. REPORT FROM CLOSED SESSION**

None.

**16. FUTURE AGENDA ITEMS**

None.

**17. FIRE CHIEF'S REPORT**

Chief May reported that BFPD will be hosting ICS (Incident Command System) classes led by the California Office of Emergency Services here at the Fire Station from November 2 – 8, 2023.

The new ambulance is still scheduled for delivery in November.

The fire two weeks ago in town that claimed two lives is being investigated by the Sheriff's Department and does not appear to have been maliciously started.

Required ethics training for BFPD board members is available online and takes about two hours to complete.

A representative from ISO (Insurance Service office) will be here tomorrow.

Jim Lawson has painted the exterior face of the fire station. It looks great. He is waiting for a lift to be delivered to complete painting the tower.

John Clark has a bench that was made in honor of his late wife Erlene. John is donating the bench to be placed in front of the fire station. Chris Sharp built the bench and will install it with bolts into the concrete.

There have been several small fires near town recently. CDF arrested and interviewed one person.

**18. BOARD MEMBER COMMENTS**

Karen VanCleave asked about an application submitted from a person interested in the Fire Chief position through Indeed.com. Chief May doesn't think the applicant meets all the qualifications, which is common when we advertise a position in a forum like Indeed.

**19. 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.

Acting Board Chair F. Bartell adjourned the meeting at 3:36 pm.

Irene May  
Board Acting Chair, Forrest Bartell  
for

Kathy Newton  
Administrative Assistant, Kathy Newton

10/24/2023  
Date: 10/24/2023