

11

**BURNEY FIRE PROTECTION DISTRICT
BOARD OF FIRE COMMISSIONERS
June 21, 2022
3:00 PM – REGULAR MEETING**

OPEN SESSION

MEETING CALLED TO ORDER: Chair Valinoti

FLAG SALUTE: Chair Valinoti

ROLL CALL

Roger Valinoti
Steve Sweet – *Absent*
Irene May – *left meeting at 4:20 PM*
Forrest Bartell – *arrived 3:10 PM*
Pamela Grant

AGENDA APPROVAL

As a matter of procedure, the Board should approve the agenda.

Motion by May and second by Grant **the Agenda was approved by the following vote:**

Ayes: Valinoti, May, Grant
Noes: None
Absent: Sweet, Bartell
Abstain: None

ANNOUNCEMENTS / PRESENTATIONS

Judy Vang with Wittman Enterprises did a presentation via Zoom regarding EMS billing.

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: May 31 Batch 5; June 7 Batch 1; June 9 Batch 2; June 14, 2022 Batch 3
- b. Approval of the Minutes from the Regular Board Meeting May 17, 2022.
- c. Monthly financials for May 2022.
- d. Approval of the ambulance accounts receivable reports for May 2022 (Wittman and Sierra Receivables).

Motion by May and second by Bartell, **the Consent Calendar items were approved by the following vote:**

Ayes: Valinoti, Grant, May, Bartell
 Noes: None
 Absent: Sweet
 Abstain: None

2. ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

3. DISCUSSION / ACTION ITEMS

- a. Special Tax Discussion and possible action

Action: Information, Discussion, and Authorization to move forward putting a special tax on the November 2022 Ballot.

The Board directed staff to move forward with the necessary documents for a special election in November. Valinoti requested information on the number of parcels that would be assessed. Chief May stated he was waiting on that information from the county. Once obtain he would forward on the Board. The Board was presented with a set of assessment numbers for each property category.

Motion by Bartell and second by Grant, that Board approved moving forward with the special election in November 2022, approved by the following vote:

Ayes: Valinoti, May, Bartell, Grant
 Noes: None
 Absent: Sweet
 Abstain: None

- b. Resolution BFPD 2022-03 Adoption of FY 2022-2023 Budget

Action: Adoption of the budget

Motion by Bartell and second by Grant, that Board approved for adopting the budget, approved by the following vote:

Ayes: Valinoti, May, Bartell, Grant
 Noes: None

Absent: Sweet
Abstain: None

c. Presentation of FY 2020 – 2021 Final Audit

Action: Receive and file – Received and filed

d. Approve the Administrative Instruction for OSHA Reporting.

Action: Adopt OSHA Administrative Instruction

Motion by Bartell and second by Grant, the Board adopt OSHA Administrative Instruction, approved by the following vote:

Ayes: Valinoti, May, Bartell, Grant
Noes: None
Absent: Sweet
Abstain: None

e. Approve the Professional Services Agreement with Frontier Reimbursements for GEMT services.

Action: Authorize the Fire Chief to execute the Professional Services Agreement with Frontier Reimbursements.

Motion by Bartell and second by I. May the Board authorizes the Fire Chief to execute the Professional Services Agreement with Frontier Reimbursements, approved by the following vote:

Ayes: Valinoti, May, Bartell, Grant
Noes: None
Absent: Sweet
Abstain: None

f. Approve the Professional Services Agreement with Heartland Payroll services.

Action: Authorize the Fire Chief to execute the Professional Services Agreement for Payroll Services.

Motion by Bartell and second by Grant the Board authorizes the Fire Chief to execute the Professional Services Agreement for Payroll Services, approved by the following vote:

Ayes: Valinoti, May, Bartell, Grant
Noes: None
Absent: Sweet
Abstain: None

g. Approve the phone replacement proposal.

Action: Authorize the Fire Chief to execute a purchase agreement for replacement of the phone system.

Motion by Bartell and second by Grant the Board authorizes the Fire Chief to replace phones, approved by the following vote:

Ayes: Valinoti, May, Bartell, Grant
Noes: None
Absent: Sweet
Abstain: None

h. CAD Interface Module

Action: Authorize the Fire Chief to execute the CAD Interface agreement.

Motion by Bartell and second by Grant the Board authorizes the Fire Chief to execute the CAD Interface agreement, approved by the following vote:

- Ayes: Valinoti, May, Bartell, Grant
- Noes: None
- Absent: Sweet, I May
- Abstain: None

i. Station 17 Roof Repair

Action: Authorize the Fire Chief to execute the Repair Agreement for Station 17 roof replacement with the lowest responsible vendor.

Motion by Bartell and second by Grant the Board approved the replacement of the roof and requested the Fire Chief replace the existing roof with metal roof, approved by the following vote:

- Ayes: Valinoti, May, Bartell, Grant
- Noes: None
- Absent: Sweet, I May
- Abstain: None

FUTURE AGENDA ITEMS

ELECTION/UPDATE FOR BOARD

FIRE CHIEF'S REPORT

BOARD MEMBER REPORTS

None.

ADJOURNMENT

Board Chair Valinoti adjourned the meeting at 4:29 PM.

Board President Roger Valinoti

Administrative Assistant, Bianca Ramos

Date: June 21, 2022