

# **BURNEY FIRE PROTECTION DISTRICT**

Established 1939

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## **BOARD AGENDA**

### REGULAR MEETING

Chair – Roger Valinoti

*December 4, 2020 – December 6, 2024*

Vice Chair – Vacant

*December 7, 2018 – December 2, 2026*

Secretary – Irene May

*January 5, 2021 – December 2, 2026*

Board Member – Forrest Bartell

*April 5, 2022 – December 6, 2024*

Board Member – Pamela Grant

*March 23, 2022 – December 2, 2026*



Board Room

Burney Fire Protection District Headquarters

37072 Main Street

Burney, California 96013

Date: Tuesday, January 17, 2023

Robert May, Interim Fire Chief

Time: 3:00 PM Regular Meeting

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file in the Office of the Board Secretary and are available for public inspection. If you have questions regarding any agenda item, contact the District Secretary at (530) 335-2212.

Note: If you wish to address the Board during the meeting, please complete a Speaker's Request Form, and give it to the Board Secretary. Speaker Request Forms are provided for your use and can be obtained from the secretary prior to the meeting. **Complaints presented to the Board must not involve specific reference to personnel.** Please honor the *FIVE-MINUTE MAXIMUM TIME LIMIT* when addressing the Board and complete your thought quickly if the timer sounds while you are speaking. Since discussion of an item not on the posted agenda is not allowed, these concerns will be addressed in a future meeting as soon as practicable under "Public Forum

Response.” For Agenda items, you will be given an opportunity to speak prior to the Board completing its action. Please begin by stating your name and city of residence. If you wish to pass the material to the Board, please hand it to the Board Secretary for distribution.

No boisterous conduct shall be permitted at any Board meeting. Persistence in boisterous conduct shall be grounds for summary termination, by the Chairperson, of the person's privilege of address.

No oral presentation shall include charges or complaints against any District employee, regardless of whether the employee is identified in the presentation by name or another reference, which tends to identify that employee. All charges or complaints against employees shall be submitted to the Board of Fire Commissioners under provisions contained in the Burney Fire Protection District Administrative Instruction.

Willful disruption of any of the meetings of the Board of Fire Commissioners shall not be permitted. If the Chairperson finds that there is, in fact, willful disruption of any meeting of the Board, he/she may order the room cleared and subsequently conduct the Board's business without the audience present except for duly accredited representatives of the news media, whom the Chairperson finds not to have participated in the disruption. After clearing the room, the Board may permit those persons, who in their opinion were not responsible for the willful disruption, to re-enter the meeting room.

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**BURNEY FIRE PROTECTION DISTRICT  
Board of Fire Commissioners  
Tuesday, January 17, 2023  
3:00 PM Regular Meeting**

**OPEN SESSION**

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**1. MEETING CALLED TO ORDER**

Chair Valinoti

**2. FLAG SALUTE**

Chair Valinoti

**3. ROLL CALL**

Roger Valinoti  
Irene May  
Forrest Bartell  
Pamela Grant  
Vacant

**4. AGENDA APPROVAL**

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

**5. ANNOUNCEMENTS**

Seating of Karen VanCleave to the Board

**6. PRESENTATIONS**

**8. PUBLIC COMMENTS**

This time is reserved for members of the public to address the Board relative to matters of District that are not on the agenda. Persons wishing to address items on the agenda will be permitted to do so during the discussion of the item. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to five minutes per person, twenty minutes in total.

**9. PUBLIC FORUM RESPONSE**

Response to public comments by Fire Chief, if necessary.

**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 alter discussion.

- a. Approval of check register.
- b. Approval of the Minutes: Regular Meeting December 20, 2022.
- c. Monthly financial report for December 2022
- d. Ambulance accounts receivable reports for December 2022 (Wittman and Sierra Receivables)
- e. December and Year End Incident Counts

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

**12. DISCUSSION / ACTION ITEMS**

- a. Board Reorganization  
*Action: Elect Officers for the 2023 year*
- b. Annual Committee Assignments  
*Action: Establish Annual Committee Assignments*
- c. Paid Call Pay Stipends  
*Action: Review Paid Call Stipends and adopt Resolution 2023-1*
- d. Review of the 2022 Fiscal Audit  
*Action: Review and comment*
- e. Part -Time Administrative Assistant Position  
*Action: Adopt the job posting and adopt Resolution 2023-2 establishing the pay range*
- f. Fund Transfers between Plumas and US Banks  
*Action: Receive and File*

**13. CLOSED SESSION**

**14. REPORT FROM CLOSED SESSION**

**15. FUTURE AGENDA ITEMS**

**16. FIRE CHIEF'S REPORT**

**17. BOARD MEMBER COMMENTS**

**18. 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.

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.