**MOUNT SHASTA FIRE PROTECTION DISTRICT**

**REGULAR BOARD MINUTES**

**THURSDAY, JUNE 19TH 2025 9:00 A.M. 600 MICHELE DRIVE**

**CHAIRMAN ROBERT ASHWORTH - VICE CHAIRMAN RICHARD KLIEWER   
DIRECTOR LAUREL HARKNESS - DIRECTOR MICHAEL BRADLEY - DIRECTOR GERALD HEIKURA  
CHIEF CORY BURNS - SECRETARY ADRIANNE TREUR**

**ITEM:**

1. **Call to Order, Chaplain to give Invocation, Flag Salute**Meeting called to order @ 9:03am
2. **Roll Call**

Present: Richard Kliewer, Laurel Harkness, Michael Bradley, Gerald Heikura, Cory Burns, Adrianne Treur  
Absent: Robert Ashworth

1. **Approval of Minutes for the Regular Board Meeting of May 15th, 2025**

M/S/C – MB/GH – Minutes approved

1. **Public Comment on Open/Closed Session Items: This is an opportunity for members of the public to address the Board on subjects within its jurisdiction, whether on the agenda for this meeting. The Board reserves the right to reasonably limit the length of individual comments and/or the total amount of time allotted to public comments. Speakers may request their comments be heard during Public Comment instead of the time when the item is to be acted upon by the Board. The Board may ask questions but may take no action on items addressed during the Public Comments period except to direct staff to prepare a report or to place the item on a future agenda. If you desire a written response, please provide the Secretary with your mailing address.**

None

1. **Cash Report for MAY 2025**

**$84,096.40 as of 05/31/2025 - CHECKING**

**$836,561.10 as of 05/31/2025 - MMI**

1. **Old Business and Board Directives from Previous Meetings**6a. City Council update – no meeting scheduled as of yet Director Bradley will follow up.
2. **New Board Business and Possible Action  
   7a. Budget Update**

FY 25-26 budget – minimal changes from previous year. Insurance premium decrease. City contract budgeted $200,000 with current MOU set for $190,000. Request to move the $10,000 to misc. vehicle maintenance. Budget approval will be placed on next months agenda.

1. **Next regularly scheduled Board Meeting is for Thursday, July 17th at 9:00 a.m.**M/S/C – MB/GH - Approved
2. **Chief’s Report and MSFPD Information Report to the Board**M/S/C – Copy of Chief’s Report is available in the Agenda Binder. Training continues. Readiness drills were completed at COS. Water tender update: air leak near compressor is currently being fixed. With that repair and a pump throttle repair, the water tender should be ready for use. Director Bradley asked about the pie chart and the service calls. Chief Burns explained that those calls can range from anything to smoke alarm check, good intent to water leak. With proposed restrictions on personnel, the response from FD is being utilized for all calls including non-emergency or fire related incidents. Update regarding overtime restrictions. Chief Burns will reach out to the Chiefs Association for advice and ideas on how to proceed.
3. **Donations**

**None**

1. **Deposits**

* **$1,020.65 – Current Unsecured**
* **$ 840.98 – Tax Overpayment**
* **$7,947.69 – Riverview International Refund**

1. **Payment of Bills – a detailed list containing all payees and payment amounts and invoice**

**copies will be provided during the meeting.**

M/S/C – MB/GH

1. **Ratify Payroll Claims – supporting documentation will be provided during the meeting.**M/S/C – GH/MB

* **Regular Payroll: 5.15.25 – 06.14.25**
* **$ 286.00 Wages**
* **$ 16.27 Federal taxes**
* **$ .00 State Taxes**

1. **Board Comments and Questions: At this time, members of the Board may ask questions of staff, request reports be made at a later date, or ask to place an item on a subsequent agenda on any subject with the Board’s jurisdiction. In addition, the Board members may take this opportunity to make comment on any topic not on the agenda; however, no deliberation may be conducted, and no decision made on such topics.**None
2. **Adjournment**M/S/C – MB/LH