**MOUNT SHASTA FIRE PROTECTION DISTRICT**

**REGULAR BOARD MINUTES**

**THURSDAY, SEPTEMBER 18TH 2025 9:00 A.M. 600 MICHELE DRIVE**

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

**ITEM:**

1. **Call to Order, Chaplain to give Invocation, Flag Salute**Meeting called to order @ 9:00 a.m.
2. **Roll Call**

Present: Robert Ashworth, Richard Kliewer, Gerald Heikura, Cory Burns, Adrianne Treur

Absent: Laurel Harkness, Gerald Heikura

1. **Approval of Minutes for the Regular Board Meeting of August 21st, 2025**M/S/C – RK/GH

**3a. Approval of Minutes for the Regular Board Meeting of July 17th, 2025**

M/S/C – GH/RK

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
2. **Cash Report for AUGUST 2025**

**$102,202.88 as of 08/31/2025 - CHECKING**

**$754,230.63 as of 08/31/2025 - MMI**

1. **Old Business and Board Directives from Previous Meetings**

**6a. City Council Updates –** Near future meeting will be set up to continue conversations. Chief recommends FD Board to come up with an amount they would feel comfortable helping with OT.

1. **New Board Business and Possible Action  
   7a. MOU discussion/updates –** Chief passed out MOU which is inactive – Discussion will continue with the presence of Directors LH & MB.
2. **Next regularly scheduled Board Meeting is for Thursday, October 16th at 9:00 a.m.** Meeting Approved
3. **Chief’s Report and MSFPD Information Report to the Board** Copy of Chief’s report is available in the Agenda Binder. Calls are about 50/50 after 6pm (OT) and before. New firefighter hired. Water tenders were assigned to the root fire, an air problem occurred. The tender is being tuned up due to air line issues. Dominic will follow up with the issue. There are currently three applicants for the Captains position. Chief will conduct interviews.
4. **Donations**

**None**

1. **Deposits**

**None** Soda Fire - $2,064.26  
 Lakin Fire - $1,179.58  
 Solus Fire - $1,032.14

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 – RK/GH

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

* **Regular Payroll: 8.15.25 – 09.14.25**
* **$ 264.13 Wages**
* **$ 21.87 Taxes**
* **Solus Fire**
* **$ 379.26 Wages**
* **$ 34.03 Taxes**
* **Soda Fire**
* **$ 758.52 Wages**
* **$ 60.02 Taxes**
* **Grade Fire**
* **$ 1,191.96 Wages**
* **$ 142.23 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.**Discussion of setting up Tri Counties bank account online. Issue of billing statements and bill pay not aligning without creating a late fee. Chief Burns and Adrianne will look into process to set up account. Vote to set up online banking – M/S/C – RK/GH
2. **Adjournment**Meeting adjourned at @ 9:29 a.m.