

Corkey Harmon
County Member

Chris Kelstrom
County Member

Allen Long
County Member Alternate

Susie Baugh
City Member

Mike Littau
City Member

Pam Morgan
City Member Alternate



Fred Ryness
Special District Member

Ronnean Lund
Special District Member

Rosemary Smith
Special District Alternate

Larry Russell
Public Member

Michael Spencer
Public Member Alternate

REGULAR COMMISSION MEETING

Thursday, October 2, 2025 at 9:00 a.m.
Burney Fire Protection District Fire Hall
37072 Main Street, Burney, CA 96013

DRAFT MEETING MINUTES

1. CALL TO ORDER

Chair Russell called meeting to order at 9:00 a.m. at the Burney Fire Protection District Fire Hall.

a. Roll Call

Present: Chair Russell; Commissioners Harmon, Kelstrom, Baugh, and Ryness; Alternate Commissioners Morgan (seated as a voting member), Smith (seated as a voting member), and Spencer

Absent: Commissioners Littau and Lund; Alternate Commissioner Long

Staff Present: Executive Officer Krystle Broгна; Legal Counsel Jim Underwood

b. Pledge of Allegiance

2. PUBLIC COMMENT

No public comment was provided.

3. AGENDA ADOPTION

a. Agenda - Additions/ Changes

b. Business/Campaign Conflict Disclosures

No changes were made to the agenda or disclosures made.

Motion Kelstrom/ Morgan to adopt the agenda. Motion passed by 7-0-0 voice vote.

4. SPECIAL PRESENTATIONS - NONE

5. CONSENT CALENDAR

a. August 7, 2025 Draft Meeting Minutes

b. July - August 2025 Financial Summary

Motion Kelstrom/ Baugh to approve the consent calendar. Motion passed by a 7-0-0 voice vote.

6. ITEMS PULLED FROM CONSENT CALENDAR - NONE

7. CORRESPONDENCE

a. SDRMA Award

Executive Officer Brogna introduced the item; Shasta LAFCO received an award from the Special District Risk Management Authority recognizing the Commission's lack of paid claims for the Property/Liability Program from 2020-2025. No Commissioner questions.

8. SCHEDULED PUBLIC HEARINGS

a. Burney Fire Protection District Municipal Service Review and Sphere of Influence Update

The Commission continued the public hearing from the August 7, 2025 Regular Commission meeting. Executive Officer Brogna explained the changes that had been made to the document since the Commission last reviewed it including minor clarifications and updates to the District's proposed sphere of influence (SOI). Staff worked to develop three options for the District's proposed SOI update based on input from the District, legal considerations, and discussions with neighboring fire service provider, County Service Area (CSA) #1. Commissioners discussed the three options.

Burney FPD Fire Captain Cleckler provided comment in support of Option A, highlighting that including Cassel in the District's SOI would bring ambulance service coverage and other benefits to the community, should the area be annexed in the future. Commissioners asked Captain Cleckler clarifying questions. Burney FPD Board Member Irene May provided comment, explaining that Cassel VFD previously inquired if the District would consider providing services to the Cassel area. She indicated that the District is amenable to providing services, notably ambulance services, to the area since they have increased their staffing. A CAL FIRE Representative indicated that CSA #1 Fire Chief Sean O'Hara, who was not able to attend, supports Option C and would like to see a special study regarding Cassel completed prior to inclusion in Burney FPD's SOI. Battalion Chief Steve Chapman, who oversees Battalion 1 including Cassel VFD and CAL FIRE Burney Station 14, provided a brief history of why CAL FIRE stopped staffing the Cassel station. Commissioners asked clarifying questions.

Members of the public provided comment. Howard Fincher, Cassel community member and Cassel VFD Board President, noted that there have been Cassel community members requesting that options, including annexation into Burney FPD, be explored. The Cassel VFD is currently looking to gather information on all the potential options and bring the information to the community to see how they would collectively like to proceed. Discussion was held on the difference between a jurisdictional boundary and SOI; it was clarified that the public hearing was regarding the District's SOI amendment, not annexation of territory into the District's jurisdictional boundary.

The public hearing was closed. EO Brogna provided clarification on what the Commission was considering at this meeting, which was adoption of Resolution 2025-06 approving the MSR as it appears in the meeting packet and setting the District's SOI. A Cassel community member provided comment that she does not see any benefit to being included in the District's boundaries. Discussion was held regarding how a potential future annexation process would work and what approving the District's SOI would change at this point in time. It is the District's understanding that they would be able to send an ambulance to areas within the updated SOI if it was expanded, but that Mayers Memorial Hospital would also still send an ambulance unless the agreement between the two agencies was adjusted.

Motion Baugh to conduct a workshop prior to making any decisions on the Burney Fire Protection District's Municipal Service Review and Sphere of Influence Update. Motion rescinded.

Motion Ryness/ Russell to adopt Resolution 2025-06, approving the Municipal Service Review and Sphere of Influence Update for the Burney Fire Protection District and amending the SOI as shown in Option A as presented in the staff report, which includes areas along Hatchet Ridge and the community of Cassell. Motion passed by a 7-0-0 voice vote.

9. BUSINESS ITEMS - NONE

10. EXECUTIVE OFFICER REPORT

a. Status of Municipal Service Review/Sphere of Influence Update Preparations

Executive Officer Broгна introduced the staff report and explained that the Burney FPD MSR/SOI Update was discussed today, and that MSR/SOI Updates are in progress for CSAs #2, 3, 6, and 13, the Anderson FPD, and CSA #4. She explained that the MSR/SOI Update for CSA #4 would be abbreviated and set a zero SOI in anticipation of dissolution. No Commissioner comments or discussion.

b. Status of Current and Future Applications

Executive Officer Broгна introduced the staff report and provided an update on the current status of a proposed annexation for CSA #8 and a proposed annexation for Fall River Valley CSD. No Commissioner comments or discussion.

c. CALAFCO Legislative Report

Executive Officer Broгна provided the Commission with an update on legislation pertaining to LAFCO. She also noted that Commissioners Lund and Baugh would be attending the CALAFCO Annual Conference later in the month. No Commissioner comments or discussion.

d. Expiring Commissioner Terms

Executive Officer Broгна provided a summary of how Commissioners are appointed to LAFCO and noted that the Regular Public Member seat, currently occupied by Chair Russell, would be open at the end of December. A Public Member Selection Committee was appointed consisting of Commissioners Ryness, Baugh, and Kelstrom.

11. CLOSED SESSION - NONE

12. COMMISSIONER ANNOUNCEMENTS

Commissioner Baugh stated that she will be attending the CALAFCO Annual Conference and is looking forward to that experience.

Commissioner Ryness reminded the Commission that CSDA will be launching nationwide.

Alternate Commissioner Morgan noted that there was a celebration of life held for her late husband and former LAFCO Commissioner, Steve Morgan, that went well.

SHASTA LAFCO

Chair Russell thanked everyone for attending the meeting, noting that it was a further commute for most than normal. He also commented that LAFCO is an important and helpful organization.

13. STAFF ANNOUNCEMENTS - NONE

14. ADJOURNMENT - 10:15 AM

DRAFT