

DOBBINS/OREGON HOUSE FIRE PROTECTION DISTRICT
P. O. BOX 164, OREGON HOUSE, CA 95962
Minutes

July 24, 2018

CALL TO ORDER

The meeting was called to order by Chair Lee

QUORUM

The Dobbins/Oregon House Fire Protection District Board of Directors met for their regular meeting on the date above with a quorum being present as follows: Bill Rogers, Greg Holman and Mike Lee, also present were Kim Hawthorne, Chief Butler and Lani Pessoa. Jared Ware was absent. There was one member of the public present.

PUBLIC PARTICIPATION

Charles Sharp addressed the board regarding the proposed 1% increase in sales tax if approved and how it could benefit the District. He also had suggestions on how the money could benefit homeowners and had questions on who and how the public is notified of fires in our area.

APPROVAL OF MINUTES

A motion was made by Director Rogers, seconded by Director Holman to approve the minutes for the June 26, 2018 meeting. The roll call vote was Director Rogers (yes), Director Holman (yes), Chair Lee (yes), Director Hawthorne (yes) and Director Ware (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

CORRESPONDENCE RECEIVED

- (25-2018) - Yuba County Auditor-Controller – Notice that Schedule 13 for 2016-2017 Proposed Budget is due August 1, 2018
- (26-2018) – CalPERS – Annual Information Request CA Section 218 Agreement
- (27-2018) – Yuba County Auditor-Controller – Change in Hours of Operation
- (28-2018) – Yuba County Board of Supervisors – Notice to review Conflict of Interest code by October 1, 2018
- (29-2018) - Alliant – 2018-2019 GSRMA Insurance Certificate of Coverage (Workers Comp, Liability, Auto, Crime, Property) DOHFPD & Fellowship
- (30-2018) – Alliant - 2018-2019 GSRMA Insurance Certificate of Coverage (Workers Comp, Liability, Auto, Crime, Property) DOHFPD
- (31-2018) – Eschelman Construction – Notice of work to be performed and temporary road closures
- (32-2018) – Yuba County Water Agency – Grant Agreement between DOHFPD & Yuba county Water Agency in the amount of \$5,000.00
- (33-2018) – YCWA – Check in the amount of \$5,000.00 for Grant Agreement
- (34-2018) – Yuba County Auditor-Controller – Charges for Special Assessments, guidelines for submitting assessments and new contract for 2018-2019 tax year.
- (35-2018) - Yuba County Assessor – Updated plat maps 2018/2019 tax roll.
- (36-2018) – Yuba County Auditor-Controller – Updated 2018-19 Appropriations Limit for our District

FIRE CHIEF REPORT

Chief Butler distributed the Incident Report. The Crew Fund amounts were reviewed. Nothing new on Water Tender.

FINANCIAL REPORT

The financial reports were submitted and reviewed. Fiscal year figures have not been received from county. There were no budget adjustments.

An invoice that requires a warrant and was received after the posting of the agenda was submitted for approval. A motion was made by Chair Lee, seconded by Director Rogers to include the additional warrant for approval. The roll call vote was Director Rogers (yes), Director Holman (yes), Chair Lee (yes), Director Hawthorne (yes) and Director Ware (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

Approve Warrants

Warrant #52-037369 in the amount of \$1,500.00 to Crew Fund – Annual Payment

Warrant #52-037370 in the amount of \$2,000.00 to Yuba County Rural Fire Joint Powers Agency - Annual Dues

Warrant #52-037371 in the amount of \$1,294.79 to L.N Curtis – Annual Compressor Service

A motion was made by Chair Lee, seconded by Director Holman to approve the warrants as submitted. The roll call vote was Director Rogers (yes), Director Holman (yes), Chair Lee (yes), Director Hawthorne (yes) and Director Ware (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

AUXILIARY

Director Rogers reporting for Bertha notes the insurance Certificate of Coverage for Thrift Store was given to Lani.

OLD BUSINESS

A. Review and Discuss SOP changes and additions/deletions

This subject will stay on the agenda until final amendments are made.

B. Review Bylaws for changes and additions/deletions

Chair Lee & Director Hawthorne reviewed the suggested changes to the Bylaws. A vote is expected in September.

C. Discuss and Decide on extending Workers Compensation Coverage for Volunteers (Board of Directors & Clerk of the Board)

Additional questions will be referred to GSRMA regarding the Auxiliary volunteers and insurance coverage for Thrift Store. This will be carried over to August Agenda.

D. Frenchtown Estates Updates

Chair Lee reports he has not met with Mr. Sillers, but he did meet at the county building with Jeff Maupin and Michael Lee. They agree on the need to adhere to current codes regarding water suppression. The next step is up to Mr. Sillers.

NEW BUSINESS

A. Review 2016 audit

The 2015-2016 audit findings and suggestions were reviewed. Jensen Smith says they are adding to their staff to prevent backlogged audits in the future. The Finance Committee will begin gathering the 2016-2017 audit material.

B. Adopt Resolution 2018-06 Establishing Appropriations Limit

Chair Lee called the roll and the vote was Chair Mike Lee (yes), Director Holman (yes), Director Rogers (yes), Director Hawthorne (yes) and Director Ware (absent). There were (4) Yes, (0) Noes, (1) Absent, Resolution passed

C. Adopt Resolution 2018-07 Benefit Assessment Unit & Special Tax

Chair Lee called the roll and the vote was Chair Mike Lee (yes), Director Holman (yes), Director Rogers (yes), Director Hawthorne (yes) and Director Ware (absent). There were (4) Yes, (0) Noes, (1) Absent, Resolution passed.

D. Review Future Plans

Chief Butler distributed the 2018 Future Plans for review. Fire shelters and fire hose shut-off clamps have been requested with an approximate total of \$10,688.00. The Future Plans resolution will be adopted in August.

E. Adopt Final Budget

A motion was made by Chair Lee, seconded by Director Rogers to adopt the final budget. The roll call vote was Director Rogers (yes), Director Holman (yes), Chair Lee (yes), Director Hawthorne (yes) and Director Ware (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

Director Rogers reports as follows: **Fire Safe Council** – The next meeting is July 11th. **JPA** – They met for the regular meeting and elections. Dwight and Kim were both re-elected. The next meeting is September 26th in Loma Rica.

ACTION ITEMS REVIEW

Old items were reviewed and discussed. Latest items will be forwarded via email.

ADJOURN

The meeting was adjourned by Chair Lee at 8:15 p.m.

Respectfully Submitted:

Lani Pessoa, Clerk of the Board