

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

January 22, 2019

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, Mike Lee, and Kim Hawthorne, also present were Jared Ware, Greg Holman and Chief Butler. Lani Pessoa was absent. There was one member of the public present.

PUBLIC PARTICIPATION

Nothing to report

APPROVAL OF MINUTES

A motion was made by Chair Lee, seconded by Director Rogers to approve the minutes for the December 11, 2018 meeting. The roll call vote was Director Rogers (yes), Director Hawthorne (yes), Chair Lee (yes), Director Holman (abstain) and Director Ware (abstain). There were (3) Yes, (0) Noes, (2) Abstain & (0) Motion passed.

CORRESPONDENCE RECEIVED

FIRE CHIEF REPORT

Chief Butler distributed the Incident Report for January. He also reports the Water Tender is ready and he will go to Minnesota on Monday for inspection and to arrange shipment to us.

FINANCIAL REPORT

There were no budget adjustments.

Approve Warrant #52-037378 in the amount of \$69,752.00 to Midwest Fire – Balance for purchase of New Water Tender
A motion was made by Director Holman, seconded by Director Rogers to approve the warrant as presented. The roll call vote was Director Rogers (yes), Director Holman (yes), Chair Lee (yes), Director Hawthorne (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

AUXILIARY

Bertha reports they have purchased laundry equipment which will be installed Friday. In the past donated items that were dirty have been washed in the homes of volunteers. Bertha notes the sign for the thrift store does not show the address and they will either add it to the existing sign or make a new one.

OLD BUSINESS

A. Review and Discuss SOP changes and additions/deletions

Nothing new to discuss currently. This will continue to stay on the agenda until completion.

NEW BUSINESS

A. Review and approve letter to Water Agency requesting addition to water storage tank at Lake Francis Road

A motion was made by Director Holman, seconded by Director Rogers to approve the letter as presented. The roll call vote was Director Rogers (yes), Director Holman (yes), Chair Lee (yes), Director Hawthorne (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed. The board agreed to approve the letter which was signed by Chair Lee.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS

Director Rogers reports as follows: Fire Safe Council – Attendance at meetings is up and they are tackling many new subjects. Next meeting is February 13th at Alcouffe Center. **JPA** – Next meeting is March 27th at Smartsville.

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 7:25 p.m.

Respectfully Submitted:

Lani Pessoa, Clerk of the Board

Minutes from notes taken by Director Rogers.

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

February 26, 2019

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, Mike Lee, and Kim Hawthorne, also present were Jared Ware, Greg Holman, Chief Butler and Lani Pessoa. There was one member of the public present.

PUBLIC PARTICIPATION

Nothing to report

APPROVAL OF MINUTES

A motion was made by Director Rogers, seconded by Director Ware to approve the minutes for the January 22, 2019 meeting. The roll call vote was Director Rogers (yes), Director Hawthorne (yes), Chair Lee (yes), Director Holman (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

CORRESPONDENCE RECEIVED

- (46-2018) – Yuba County CUPA – HMBP Facility Inspection Report – No violations
- (47-2018) – Yuba LAFCO – Request for review: Formation for Road Maintenance & drainage services
File No. 2018-0001/CSA72
- (48-2018) – Yuba City Fire Department – Request for support of project proposal developing a Regional
Public Safety Training Center in (Region 3) in collaboration with Senator Jim Nielsen and
Assemblyman James Gallagher.
- (49-2018) – Cravath, Swaine & Moore LLP – Subpoena for Production of Business Records relating to the
Cascade Fire and La Porte Fire from lawyers for PG&E
- (00-2019) – Yuba County Clerk/Recorder – Request we submit a resolution to Board of Supervisors
pursuant to SB 415 consolidation with statewide election on even years by March 10, 2019.
- (01-2019) – State Controller- Claiming instructions for Local Agency Employee Organizations
- (02-2019) – Yuba County Auditor/Controller – Signed Agreement for Property Tax Related Services
- (03-2019) – Michael Hatherly – Fire District info request - Meetings, By-Laws related & Agenda
- (04-2019) -- Michael Hatherly – Board Elections
- (05-2019) – Michael Hatherly – Cease & Desist Violation of Brown Act
- (06-2019) – State Controller – Changes to Government Compensation in CA
- (07-2019) – State Controller – Notice of 2018 Government Compensation report is due April 30, 2019
- (08-2019) – Yuba County Planning Department – Request for comments on CASE: CUP2019-0001
Yuba Water Agency approval of Minor Conditional Use Permit
- (09-2019) – Yuba County Board of Supervisors – Request for comments on Smartsville Fire Protection
District requesting to change election from odd to even numbered years
- (10-2019) – Michael Hatherly – Letter noting error on Agenda.

FIRE CHIEF REPORT

Chief Butler distributed the Incident Report for February. Chief Butler notes the Yuba Water Agency Grant has been increased to \$10,000.00 for 2019 and he will be asking for new Self-Contained Breathing Apparatus. The Crew Fund was paid for last quarter of 2018.

FINANCIAL REPORT

The financial reports were submitted for review. A motion was made by Director Ware, seconded by Director Rogers to approve the financial reports. The roll call vote was Director Rogers (yes), Director Hawthorne (yes), Chair Lee (yes), Director Holman (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed. There were no budget adjustments.

FINANCIAL REPORT (CONTINUED)

Approve Warrant #52-037379 in the amount of \$3331.66 to Card Service Center for Transportation expenses, Internet & Engine expenses. A motion was made by Chair Lee, seconded by Director Ware to approve the warrant as presented. The roll call vote was Director Rogers (yes), Director Hawthorne (yes), Chair Lee (yes), Director Holman (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

AUXILIARY

Bertha reports there is a leak at back wall of thrift store that needs fixing. Several options for where the leak might be coming from and how to address it were discussed. Since the excessive rain has complicated the situation this will be a continuing project. The Spaghetti Dinner is Saturday from 5-7 PM. Any firefighter wearing their shirt with logo will eat for free.

OLD BUSINESS

A. Review and Discuss SOP changes and additions/deletions

Chair Lee is still working on this and the most recent additions/deletions will be forwarded via email for review and discussion at the next meeting. This will continue to stay on the agenda until completion.

NEW BUSINESS

A. Adopt Resolution 2019-01 Approving Rescheduling of Elections from Odd to Even numbered years

Chair Lee called the roll and the vote was Chair Lee (yes), Director Holman (yes), Director Rogers (yes), Director Hawthorne (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Absent. Resolution passed

B. Election of new Chair and Vice Chair

Chair Lee asked for nominations for the position of Chair. A motion was made by Director Hawthorne, seconded by Director Rogers to retain Chair Lee in this position. There being no further nominations Chair Lee called for a vote. The roll call vote was Director Rogers (yes), Director Hawthorne (yes), Chair Lee (yes), Director Holman (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Mike Lee is elected Chair.

A motion was made by Director Hawthorne, seconded by Director Lee to retain Vice Chair Greg Holman in this position. There being no further nominations Chair Lee called for a vote.

The roll call vote was Director Rogers (yes), Director Hawthorne (yes), Chair Lee (yes), Director Holman (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Greg Holman is elected Vice Chair.

C. Appoint Ad hoc Committee for Future Plans

Chair Lee appointed Greg Holman and Jared Ware to Future Plans Committee.

D. Discuss and Decide response to Cease & Desist: Violation of Brown Act 54954.2. (a) (1)

First discussion addressed the incorrect date (December 2019) cited on the violation. Does this nullify the alleged violation?

Probably, but the board would rather not waste time on this and moved on to addressing the alleged violation.

Second discussion has the board violated the Brown Act?

The January 2019 Agenda was posted at both the Dobbins and Oregon House post office as has been done for the past 33 years and well before the website ever existed. The district has substantially complied with posting requirements and has demonstrated a good faith effort to notify interested persons in a manner that was consistent with the open meeting objectives. A technical difficulty in not posting the agenda on the internet website is not a violation provided that the district continues to comply with all other notice requirements. There was no intent to deprive the public of information.

E. Approve Unconditional Commitment letter (Violation of Ralph M Brown Act, paragraph 54954.2 (a) (1)

A motion was made by Chair Lee, seconded by Director Holman that the Unconditional Commitment letter is no longer necessary and will not be signed. The roll call vote was Director Rogers (yes), Director Hawthorne (yes), Chair Lee (yes), Director Holman (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

Director Rogers reports as follows: JPA- There may be a new contract with Banner Communications and Herbster is retiring. **Fire Safe Council** – There were 36 attendees at the last meeting as more people are getting involved due to recent wild fires in our area. **Director Holman** – Has volunteered to register the new Water Tender with DMV. He suggests installing a Bulletin Board at the Thrift Store for Community us. Making it hold up to wind and rain will be tricky and Director Ware has volunteered to help Director Holman with this project.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS: (CONTINUED)

Chief Butler reports the Meriam Rd Station was broken into and although there was nothing taken the door handle will need to be replaced and may be expensive. He has since secured the doors with a double-sided dead bolt lock for now.

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 8:05 p.m.

Respectfully Submitted:

Lani Pessoa, Clerk of the Board

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

March 26, 2019

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, Mike Lee and Greg Holman. Also present were Jared Ware, Chief Butler and Lani Pessoa. Kim Hawthorne arrived late was absent for vote on minutes. There were four members of the public present.

PUBLIC PARTICIPATION

Nothing to report

APPROVAL OF MINUTES

A motion was made by Director Rogers, seconded by Director Ware to approve the minutes for the February 26, 2019 meeting. The roll call vote was Director Rogers (yes), Director Ware (yes), Chair Lee (yes), Director Holman (yes) and Director Hawthorne (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(11-2019) – Yuba County Planning Department – Request for comments on request to remove specific fire conditions on tentative parcel map and replace with new conditions of approval (TPM2005-0024) to be received by March 15, 2019

(12-2019) – Yuba County Clerk/Recorder – Request for Statement of Facts

(13-2019) – Yuba County Board of Supervisors – Notice of hearing on proposed Transfer of Base Year Value Ordinance March 12, 2019.

(14-2019) – Yuba County Board of Supervisors – Request for comments on Hallwood Community Services District requesting to change election from odd to even numbered years

(15-2019) – Executive Homes – Request to refund mitigation fees for Audrey Wineland Permit #B15-1578 due to unexpected death of spouse. Permit was cancelled by county.

(16-2019) – Yuba County Board of Supervisors – Notice of Approved Resolution from DOHFPD requesting to change election from odd to even numbered years

Director Hawthorne arrived at 6:40 PM

FIRE CHIEF REPORT

Chief Butler distributed the Incident Report for March.

FINANCIAL REPORT

There were no financial reports for review due to absence of accountant. There were no budget adjustments. Approve Warrant #52-037380 in the amount of \$6,396.28 to Golden State Emergency Vehicle Service – emergency repair of Engine 6483

A motion was made by Director Rogers, seconded by Director Ware to approve the warrant as submitted. The roll call vote was Director Rogers (yes), Director Hawthorne (yes), Chair Lee (yes), Director Holman (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

AUXILIARY

Bertha reports nothing new, still getting bids to resurface parking lot.

OLD BUSINESS

A. Review and Discuss SOP changes and additions/deletions

Chair Lee has distributed the latest modifications and the SOP's will be voted on at the next meeting.

NEW BUSINESS

A. Adopt Resolution 2019-02 Refund Mitigation Fees to Audrey Wineland (Cancellation of Permit)

Chair Lee called the role and the vote was Director Rogers (yes), Director Hawthorne (yes), Chair Lee (yes), Director Holman (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Resolution passed.

B. Review Future Plans

Nothing to report, will be carried over to April meeting.

C. Appoint Ad hoc Committee for Budget

Chair Lee appointed Director Hawthorne and Director Holman to work on the Budget

D. Update & Discussion on Frenchtown Estates

Chair Lee reviewed the request from the county asking to remove and replace fire conditions as previously set forth by the District for this project. Chair Lee has spoken with Kevin Perkins and submitted a response. There will be a meeting in early May at the county where the District may again express objections to requested conditions of approval. Chief Butler along with the board stands behind the original assessment of the project and believes removal of fire conditions poses extreme danger to that area and the community next to it. If the county approves removal of fire conditions the District may opt out of providing fire prevention to this area.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS

Director Rogers - Fire Safe Council – The new name is **Yuba Watershed Protection and Fire Safe Council** and the next meeting is April 10th at the Alcouffe Center. The Wildland Fire movie will be shown again on April 13th at the Alcouffe Center. **Cal Fire** – There are 5 new helicopters, 7 planes and 2 dozers. The Biomass facility is looking for a new facility along with private financing. **JPA** – Next meeting is tomorrow.

Director Holman – Notes he attended the Cal Fire meeting and it was very informative. He is working on the registration for the Water Tender and is waiting on paperwork from BOE to exempt fees for the vehicle.

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 7:20 p.m.

Respectfully Submitted:

Lani Pessoa, Clerk of the Board

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

April 23, 2019

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 Kim Hawthorne. Also present was Chief Butler. Jared Ware, Mike Lee and Lani Pessoa were absent. There was one member of the public present.

PUBLIC PARTICIPATION

Nothing to report

APPROVAL OF MINUTES

A motion was made by Director Rogers, seconded by Director Hawthorne to approve the minutes for the March 26, 2019 meeting. The roll call vote was Director Rogers (yes), Director Holman (yes), Director Hawthorne (yes) Chair Lee (absent) and Director Ware (absent). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(17-2019) – Yuba County Environmental Health – CUPA Permit valid to 1/31/2020

(18-2019) – Cal Fire Megan Esfandiary – VFA grant application due May 21, 2019

(19-2019) – Yuba County Planning Department – Request for preliminary comments on Camptonville Community Partnership – approve biomass power generation facility at 11639 Marysville Rd. Dobbins

(20-2019) – Alliant -Certificate of Coverage for DOHFPD

(21-2019) – Alliant – Certificate of Coverage for DOHFPD/Fellowship of Friends Sub Station

(22-2019) – Yuba County Water Agency – Grant Agreement in the amount of \$10,000 to purchase SCBA for signing

FIRE CHIEF REPORT

Chief Butler distributed the Incident Report for April. He reports Yuba County Water Agency will be building two 16,000 square foot buildings off Lake Francis Road. One will be offices and the other an equipment/workshop. They will be adding a hydrant at the bottom of the road and wells at the lake which will give access to our fire department for water.

FINANCIAL REPORT

There were no financial reports for review due to absence of accountant. There were no budget adjustments or warrants.

AUXILIARY

Bertha asked for an update on bulletin board at thrift store and Director Holman is working on this project. Bids to resurface the parking lot were discussed and the board will vote on this at the next meeting. The auxiliary had discussed possibly closing on Tuesday due to lack of volunteers, but a new member joined, and they will stay open on Tuesdays for now. Bertha suggested building a fence from the storage container to the end of thrift store with a gate for access to the back and planting vines along the fence for a better appearance. Also, wire will be added to vent holes on the building where birds are building nests and creating a poop problem.

OLD BUSINESS

Review and Approve SOP amendments, updates and modifications.

Will be voted on at the next meeting.

NEW BUSINESS

A. Review Future Plans

Nothing to report yet, will be put on May Agenda

B. Review Preliminary Budget

The Preliminary Budget was distributed and reviewed

C. Update on VFA Grant application

Director Holman is working on completion of application and will submit before the due date.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS

Director Rogers – JPA – The new electronic technician who will take care of the repeater sites has suggested changing the Collins Lake name to Stanfield Hill repeater site. He also noted the Collins Lake location was a mess and unacceptable which turns out to be inaccurate since the pictures he had were out of date. The Collins Lake repeater site was rebuilt last fall. **YWP/Fire Safe Council** – Attendance is up at meetings with an average of 45 people in attendance. Discussion on sirens or pagers to alert the public have been put to rest as there are too many problems associated with the ideas. The suggestion is Red Alert should work on a better way to alert residents regarding fires. Burn Permits are available as of May 1st at all Cal Fire Stations and Online at Burnpermit.fire.ca.gov. The next meeting is May 6th at the Community Center.

ACTION ITEMS REVIEW

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

ADJOURN

The meeting was adjourned by Vice Chair Holman at 7:30 p.m.

Respectfully Submitted:

Lani Pessoa, Clerk of the Board

Minutes from notes taken by Director Rogers

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

May 28, 2019

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 Jared Ware. Also present was Chief Butler and Mike Lee. Kim Hawthorne and Lani Pessoa were absent. There was one member of the public present.

PUBLIC PARTICIPATION

Nothing to report

APPROVAL OF MINUTES

A motion was made by Director Rogers, seconded by Director Ware to approve the minutes for the April 23, 2019 meeting as corrected. The roll call vote was Director Rogers (yes), Director Holman (yes), Director Ware (yes), Chair Lee (yes) and Director Hawthorne (absent). There were (3) Yes, (0) Noes, (1) Abstain & (1) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(23-2019) – Yuba County Auditor – Notice of meeting to review requirements for placing 2019/2020 Direct Assessments on secured tax roll on May 20th.

(24-2019) – Yuba Water Agency – Check for Grant Agreement in the amount of \$10,000.00

(25-2019) – Yuba County Planning Department – Request for comments to subdivide a 160-acre parcel into four 40-acre parcels on Marysville Rd. Dobbins

FIRE CHIEF REPORT

Chief Butler distributed the Incident Report.

FINANCIAL REPORT

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

Approve Warrant #52-037383 in the amount of \$3,859.75 to Card Service center – Medical Supplies & Internet

A motion was made by Director Holman, seconded by Director Rogers to approve the warrant as presented. The roll call vote was Director Rogers (yes), Director Holman (yes), Chair Lee (yes), Director Hawthorne (Absent) and Director Ware (yes). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed. There were no budget adjustments.

AUXILIARY

OLD BUSINESS

A. Review and Approve SOP amendments, updates and modifications.

Will be voted on at next meeting.

B. Review Future Plans

Will be reviewed at next meeting.

NEW BUSINESS

A. Adopt Preliminary Budget

After reviewing a motion was made by Director Ware, seconded by Director Rogers to adopt the Preliminary Budget. The roll call vote was Chair Lee (yes), Director Rogers (yes), Director Holman (yes), Director Ware (yes), and Director Hawthorne (Absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent, Motion passed. The final budget will be approved in July.

B. Discuss and Decide on Bids to resurface parking lot at Thrift Store

After reviewing bids, a motion was made by Director Holman, seconded by Director Rogers to approve the bid from Dan Highland. The roll call vote was Director Rogers (yes), Director Holman (yes), Chair Lee (yes), Director Hawthorne (Absent) and Director Ware (yes). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

C. Appoint Ad hoc Assessment Fess Committee

Chair Lee appointed himself and Kim Hawthorne to the committee.

D. Update on VFA Grant Application

Director Holman and Chief Butler note the application has been filed and our request is for additional SCBA.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS

Director Rogers – JPA – The next meeting is June 26th at Camptonville. **YWP/Fire Safe Council** – Rather than give a report the minutes were distributed to the board. **Chair Lee** – The county has scheduled a meeting on June 7th to discuss the Siller project (Frenchtown Estates). A long discussion ensued regarding the history of this project and how it may affect the district. There are a little over 500 acres that would be split into (26) twenty acre lots. The main concern for the District is the availability of water to fight fires in that area. It is the position of the board now and has always been that the current plans for water will not be enough. Chair Lee and Director Holman will attend the meeting. He also discussed the need for a standby generator for the station due to PG&E power outages in the future. Diesel vs Propane was discussed, and **Jared Ware** will work up the numbers for a diesel generator vs propane. A grant may be available, and Chair Lee will speak with Randy Fletcher regarding the grant.

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 7:30 p.m.

Respectfully Submitted:

Lani Pessoa, Clerk of the Board

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

June 25, 2019

CALL TO ORDER

The meeting was called to order by Vice Chair Holman

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 Jared Ware. Also present was Kim Hawthorne and Lani Pessoa. Mike Lee and Chief Butler were absent. There were two members of the public present.

PUBLIC PARTICIPATION

Charles Sharp has reached out to the North Yuba Water District about piping the Forbestown Ditch to create a more secure supply of water for fire fighting and would like to create an Advisory Committee for this purpose. He is soliciting board members from each district to be on the committee. The board will address this at the next meeting. Mr. Sharp has also offered water from the lake at his Frenchtown Inn property for firefighting. He proposes a 50/50 split of the cost to install a pump and additional equipment. He does not have a cost estimate currently.

APPROVAL OF MINUTES

A motion was made by Director Ware, seconded by Director Rogers to approve the minutes for the May 28, 2019 meeting. The roll call vote was Director Rogers (yes), Director Holman (yes), Director Ware (yes), Chair Lee (Absent) and Director Hawthorne (abstain). There were (3) Yes, (0) Noes, (1) Abstain & (1) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(26-2019) – FPPC – Request for population information for our district (Regulation 19360.1 & .2)

(27-2019) – Michael Hatherly – Inquiry of Resolution 2013-10

(28-2019) – Michael Hatherly – Request to update Budget on website

(29-2019) – Appeal Democrat – Proof of Notice of Final Budget

FIRE CHIEF REPORT

No Incident Report due to absence of Chief.

FINANCIAL REPORT

There were no Financial Reports as accountant is on vacation.

Budget Adjustments – Adjustment to Preliminary Budget – Account # 6160 for insurance has been increased to \$12,000 due to increase in premium to add coverage of new water tender.

Approve Warrants

#52-037381 in the amount of \$1,798.27 to Dawson Oil Company - Fuel Delivery

#52-037382 in the amount of \$18,722.00 to GSRMA – Annual Insurance Premium

#52-34854 in the amount of \$3,394.62 to Card Service Center – SCBA equipment

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

AUXILIARY

Bertha reports they are considering an additional storage container to accommodate furniture donations that are being turned away due to lack of space. She is also waiting for the bulletin board to be completed at Thrift Store and Jared will take measurements asap.

OLD BUSINESS

A. Review and Approve SOP amendments, updates and modifications.

Due to absence of Chair Lee the vote will be next month.

B. Review Future Plans

The Future Plans were reviewed and will be voted on at the next meeting.

NEW BUSINESS

A. Update on Frenchtown Estates (Sillers Project)

Vice Chair Holman gave an update on the meeting with the county our district representatives and Dane Sillers. There are still some disputes and everyone is hoping to come to an agreement soon.

B. Proposed Adoption of Benefit Assessment Unit & Special Tax

The hearing opened at 7:30 pm. The board agreed to adopt the Benefit Assessment Unit & Special Tax. The hearing closed at 7:33 pm

C. Proposed Adoption of Appropriation Gann Limit

The hearing opened at 7:33 pm. The board agreed to adopt the Appropriation (GANN Limit). The hearing closed at 7:36 pm.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS

Vice Chair Holman – Would like to extend the lease at Storage Facility to 40 years. He has requested this be put on next month's agenda for discussion. He will not vote on the proposal due to conflict of interest.

Director Rogers – JPA – The next meeting is tomorrow at Camptonville. **YWP/Fire Safe Council** – Rather than give a report the minutes of the June 12th meeting were distributed to the board. **Director Rogers** – Gave everyone a heads up that she lost her well and AC due to ant infestation. Just something for us all to be aware of.

ACTION ITEMS REVIEW

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

ADJOURN

The meeting was adjourned by Vice Chair Holman at 7:45 p.m.

Respectfully Submitted:

Lani Pessoa, Clerk of the Board

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

July 23, 2019

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 Jared Ware. Also present was Mike Lee, Chief Butler and Lani Pessoa. Kim Hawthorne was absent. There was one member of the public present.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

A motion was made by Director Ware, seconded by Director Holman to approve the minutes as corrected for the June 25, 2019 meeting. The roll call vote was Director Rogers (yes), Director Holman (yes), Director Ware (yes), Chair Lee (yes) and Director Hawthorne (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(30-2019) – Charles Sharp – Request to contact and appoint representative from our district to develop Advisory Committee for piping Forbestown Ditch.

(31-2019) - Michael Hatherly – Question regarding bids for parking lot.

FIRE CHIEF REPORT

Chief Butler reports the Incident Report is inaccurate and not sure what is wrong, did not print for meeting.

Pay Quarterly and Annual Crew Fund – Quarterly amount is \$277.50 and \$555.00 for individual payments. The Annual amount is \$1,500.00

FINANCIAL REPORT

There were no Financial Reports accountant unavailable.

Budget Adjustments – None

Approve Warrants – Clerk of the Board notes warrants #03738, #037382 & #034854 were approved at last month's meeting and should have been left off agenda.

#52-037384 in the amount of \$1,500.00 to Crew Fund – Annual Payment

#52-34855 in the amount of \$2,000.00 to Yuba County JPA – Annual Fee

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

AUXILIARY

Bertha reports the new storage container has been ordered. There may be a donation of the gravel needed to level the area for the container. This year's appreciation Dinner is December 12th and Prime Rib will be served. A group of volunteers are donating Gatorade and other items of support when firefighters are out on calls. The donations will be dropped off at the Thrift Store.

OLD BUSINESS

A. Review and Approve SOP amendments, updates and modifications.

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

NEW BUSINESS

A. Final discussion and terms on Frenchtown Estates Subdivision (Siller Project)

The board agrees it is not in the best interest of our district to rescind the previous requirements. The District will serve the area but will not approve or sign off on the lesser requirements as proposed.

B. Adopt Resolution 2019-03 Establishing Appropriations Limit

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

C. Adopt Resolution 2019-04 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 Ware (yes) and Director Hawthorne (absent). There were (4) Yes, (0) Noes, (1) Absent, Resolution passed

D. Adopt Future Plans Resolution 2019-05

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

E. Adopt Final Budget

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

F. Discuss feasibility of Forbestown ditch as a possible water source

Since the water shuts on and off during year and the Fire Department can legally take water anytime this does not seem to be an issue for the District and appointing a representative at this time is not warranted.

G. Discuss and Decide extending lease at Storage Facility Rices Crossing Road to a Forty-Year Lease

Chair Lee notes all comments from Director Holman would be as a member of the public who was representing the Fellowship of Friends. After discussing the advantages of extending the current lease to a (40) year lease the board agrees it is in the best interest of the District to extend the lease. A motion was made by Chair Lee, seconded by Director Rogers to extend the existing lease to a forty (40) year lease. The roll call vote was Director Rogers (yes), Director Holman (abstain), Director Ware (yes), Chair Lee (yes) and Director Hawthorne (absent). There were (4) Yes, (0) Noes, (1) Abstain & (1) Absent. Motion passed.

H. Discuss status of surplus engine and tender

Chief Butler notes both the tender and engine have been listed for sale on Brindlee Mountain Fire Apparatus with zero truck inquiries to date. The Fellowship has expressed an interest in purchasing it for a total of \$3,000.00 to be paid in installments of \$1,000.00 per month for three months. The board agrees to sell the tender to the Fellowship of Friends and Chief Butler will handle the paperwork.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS

Director Rogers – JPA – Bill Shaw Grant has been funded for back up batteries at repeater stations. New antennae are being installed at Stanfield Hill and Collins Lake will pay ½ of the cost. **Fire Safe Council** – Rather than give a report the minutes of the last meeting were distributed to the board. Next meeting is August 14th. **Chair Lee** – Still looking into possible grant for a generator and has spoken to Randy Fletcher.

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 8:13 p.m.

Respectfully Submitted:

Lani Pessoa, Clerk of the Board

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

August 27, 2019

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 Kim Hawthorne. Also present was Mike Lee, Chief Butler and Lani Pessoa. Jared Ware was absent. There was one member of the public present.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

A motion was made by Director Rogers, seconded by Director Hawthorne to approve the minutes for the July 23, 2019 meeting. The roll call vote was Director Rogers (yes), Director Holman (yes), Director Ware (Absent), Chair Lee (yes) and Director Hawthorne (yes). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(32-2019) – CAL FIRE – Notification that our 2019 VFA Grant application will not be funded

(33-2019) – JEPPSON & GRIFFIN LLP – Notice that closed out files will be stored electronically for five years to be a paperless office.

(34-2019) - Yuba County Assessor – Updated plat maps 2019/2020 Roll

(35-2019) – Michael Hatherly – Letter regarding Storage Facility/Sub-Station

(36-2019) – Vincent Cauchi – Request for Fire Report at 8074 Wildflower Way, Oregon House CA

FIRE CHIEF REPORT

Chief Butler distributed the Incident Report.

B. Discuss & Decide use of Online Training Center for fire fighters

The Chief explained the need for online training as the videos currently being used are expensive to replace and outdated within a couple of years. Online training provides current information, record keeping and offsite availability.

A motion was made by Director Holman, seconded by Chair Lee to approve the use of Online Training Center for fire fighters. The roll call vote was Director Rogers (yes), Director Holman (yes), Director Ware (Absent), Chair Lee (yes) and Director Hawthorne (yes). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

FINANCIAL REPORT

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

Budget Adjustments – None

Invoices that require a warrant and were received after the posting of the agenda were submitted for approval. A motion was made by Director Rogers, seconded by Director Hawthorne to include the additional warrants #52-037385 & #52-34856 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

#52-037385 in the amount of \$5,899.86 to Card Service Center – Fire Shelters

#52-34856 in the amount of \$2,000.00 to DOHFPD

A motion was made by Director Rogers, seconded by Director Hawthorne 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

Bertha reports the idea of a generator for Thrift Store has been tossed around.

OLD BUSINESS

NEW BUSINESS

An item that needs attention and came to the knowledge of the board after the posting of the agenda was submitted by Chief Butler for approval. A motion was made by Director Holman, seconded by Chair Lee to add under New Business (10. A) Approve Repair Costs for Engine 6481 to the agenda. 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

A. Approve Repair Costs for Engine 6481

Chief Butler notes the water pump blew on Engine 6481 and requires costly repair of \$8,000.00 plus dollars. A motion was made by Director Holman, seconded by Chair Lee to approve the repair of Engine 6481. 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 – JPA – The idea of pagers for residents of the foothills in each district was discussed and as the representative of the board, Director Rogers will inform the JPA our district is against the idea. The next meeting is September 25th at Foothill Fire Station. **Fire Safe Council** – Rather than give a report the minutes of the last meeting were distributed to the board.

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 8:17 p.m.

Respectfully Submitted:

Lani Pessoa, Clerk of the Board

AGENDA
REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
DOBBINS/OREGON HOUSE FIRE PROTECTION DISTRICT
Tuesday, September 24, 2019 6:30 p.m.
MAIN FIREHOUSE 9150 Marysville Road
Oregon House, CA 95962

This agenda has been prepared and posted at least 72 hours prior to the regular meeting of the Board of Directors in accordance with the Ralph M. Brown Act. The public may be heard before the consideration of any agenda item to be considered by the Board, subject to time limitations of (3) minutes for each speaker. Members of the public may address matters under the jurisdiction of the Board of Directors, and not on the posted agenda, provided that no action shall be taken on any item not appearing on the agenda, subject to time limitations of (3) minutes for each speaker. Opportunity for public comment on any Non-agendized items will be provided only during the "Public Comment" agenda item below specifically for this purpose. The Board cannot take action on any unscheduled items unless it is declared by a vote of at least two-thirds (2/3) of the Board that there is an urgent need to take immediate action, and the need for all action came to the attention of the District after the agenda was posted. Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order. The Board of Directors of the Dobbins/Oregon House Fire Protection District appreciates and encourages public interest,

THE REGULARY SCHEDULED SEPTEMBER MEETING HAS BEEN CANCELLED

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

October 22, 2019

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 Jared Ware. Also present was Mike Lee, Chief Butler and Lani Pessoa. Kim Hawthorne was absent. There was one member of the public present.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

A motion was made by Director Rogers, seconded by Director Ware to approve the minutes for the August 27, 2019 meeting. The roll call vote was Director Rogers (yes), Director Holman (yes), Director Ware (yes), Chair Lee (yes) and Director Hawthorne (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(37-2019) – CalPERS – Annual Information Request to be completed by 10/3/2019
(38-2019) – Michael Hatherly – Questions/comments/requests from July 2019 minutes

FIRE CHIEF REPORT

Chief Butler distributed the Incident Report for September and October.
The Quarterly Crew Fund amount is \$515.00 and \$1,030.00 for individual payments.

FINANCIAL REPORT

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

Budget Adjustments – None

Approve Warrants

#52-037387 in the amount of \$1,054.69 to Dawson Oil Company-Diesel Fuel
#52-037388 in the amount of \$8,238.50 to Still Bros-Parts & Labor Engine 6481
#52-038718 in the amount of \$1,200.00 to Deborah Brooks CPA July 2018- June 2019

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

AUXILIARY

Bertha reports the Firefighter Christmas Appreciation dinner is Thursday, December 12th at 6:00 p.m.
Director Ware has fabricated a bulletin board that will be installed at the thrift store for community use. All labor and supplies have been donated by Director Ware.

OLD BUSINESS

NEW BUSINESS

A. Discuss possible state changes to Direct Billing Tax Assessment

The state of California is considering increasing the minimum property values that counties are required to bill for property taxes which would increase the responsibility of direct billing for (Special Tax) to fire departments. The county will notify the department of any changes.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS

Director Rogers – JPA – Next meeting is December 11th at DOHFPD. **Fire Safe Council** – Rather than give a report the minutes of the last meeting were distributed to the board.

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 7:15 p.m.

Respectfully Submitted:

Lani Pessoa, Clerk of the Board

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

December 10, 2019

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 Jared Ware. Also present was Mike Lee and Lani Pessoa. Kim Hawthorne and Chief Butler were absent. There was one member of the public present.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

A motion was made by Director Rogers, seconded by Director Ware to approve the minutes for the October 22, 2019 meeting. The roll call vote was Director Rogers (yes), Director Holman (yes), Director Ware (yes), Chair Lee (yes) and Director Hawthorne (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(39-2019) – Yuba County Building Department – Notice of Compliance dated October 10/4/2019

(40-2019) – Michael Hatherly – Request for information regarding PSPS and propane storage

FIRE CHIEF REPORT

No report as the Chief was absent.

(Director Holman was excused from the meeting to attend a prior commitment).

FINANCIAL REPORT

The were no Financial Reports submitted for review.

Budget Adjustments – None

Approve Warrants

A warrant requiring approval after the posting of the agenda was submitted for approval. A motion was made by Director Rogers, seconded by Director Ware to include the additional warrant for approval. The roll call vote was Director Rogers (yes), Director Holman (absent), Director Ware (yes), Chair Lee (yes) and Director Hawthorne (absent). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

#52-038720 in the amount of \$2,000.00 to DOHFPD

A motion was made by Director Rogers, seconded by Director Ware to approve the warrant as submitted. The roll call vote was Director Rogers (yes), Director Holman (absent), Director Ware (yes), Chair Lee (yes) and Director Hawthorne (absent). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

AUXILIARY

Bertha reports the Firefighter Christmas Appreciation dinner is Thursday, December 12th at 6:00 p.m. Chair Lee thanked the Auxiliary for handling all costs and requirements for the installation of a new generator that is needed for future PG&E power outages.

OLD BUSINESS

Nothing to report

NEW BUSINESS

Nothing to report

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS

Director Rogers – JPA – Next meeting is December 11th at DOHFPD. **Fire Safe Council** – Bill has a Red Flag that will be out on the road by thrift store during high wind advisories. Rather than give a report the minutes of the last meeting were distributed to the board. **Chair Lee** – Discussed the recent need for the board members to have an official ID Card that can be used during fire or emergency events. He will investigate this. **Lani Pessoa** – Notes the gutter seams in front of station window and door are leaking causing mold on side of building. Chair Lee and Director Ware have volunteered to seal the seams and clean the gutters out when the rain stops. She also notes the SAM registration has been renewed to November 2020.

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 6:55 p.m.

Respectfully Submitted:

Lani Pessoa, Clerk of the Board