

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

January 25, 2022

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: Lani Pessoa, Greg Holman, and Mike Lee. Also, present were Chief Butler and Gary Hawthorne. Bill Rogers and Jared Ware were absent. There were two fire fighters and three members of the public present.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

A motion was made by Director Lee, seconded by Director Holman to approve the minutes for the September 28, 2021, and October 26, 2021, regular meeting. The roll call vote was Director Rogers (absent), Director Holman (yes), Director Pessoa (yes), Director Ware (absent) and Chair Lee (yes). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(32-2021) – CA Department of Tax and Fee Administration – Changes to formatting of district tax code (Schedule A)
(33-2021) – GSRMA – Final Contribution True-up 2020-21
(34-2021) – Yuba County Planning Department – Request for comments on Arborists Tree Care at 13927 Frenchtown Rd. (APN 048-080-018)
(35-2021) – FEMA – Notification of transition from DUNS to UEI in SAM registration as of April 2022
(36-2021) – FEMA – Notification of grant application EMW-2021-FG-00304 submitted for review on 12/22/2021
(01-2022) - Yuba County Environmental Health CUPA – Hazardous Material Update and Certification billing
(02-2022) - Jensen Smith CPA – Completed 2017-2018 Audit
(03-2022) – Old Republic Title Co. – Request for updated information regarding the fire district for the proposed Frenchtown Estates subdivision

FIRE CHIEF REPORT

A. Incident Report – Chief Butler distributed the Incident Report for the past three months for review. The Chief notes the Yuba Watershed Protection and Fire Safe Council have requested our support of their Foothills WUI Fuel Reduction proposal to the Cal Fire’s Fire Prevention Grant Program. The board agrees to have Chief Butler sign a letter of support.

FINANCIAL REPORT

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

Budget Adjustments – None

Approve Warrants –

#52-039905 in the amount of \$10,832.92 to L.N. Curtis and Sons – Extrication Tool

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

AUXILIARY

Chair Lee reports Bertha Rogers is currently unable to attend meetings due to medical reasons.

OLD BUSINESS

None

NEW BUSINESS

A. Review Final Audit 2017-2018 fiscal year

Director Pessoa distributed the audit for review. The adjusting journal entries will be forwarded to our CPA and when completed the 2018-2019 fiscal year files will be hand delivered to Jensen Smith for the next audit.

B. Begin review of By-Laws

Chair Lee and Director Pessoa will start the review.

C. Ethics Training

Director Pessoa reminded each board member of when their ethics training needs to be renewed.

D. Discuss and Approve Measure K Funding Agreement

After discussing the roll call vote was Chair Lee (yes), Director Holman (yes), Director Pessoa (yes), Director Rogers (absent) and Director Ware (absent). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

E. Update on Director Williams

Chair Lee reports that Bertha Rogers has given him a verbal resignation for Director Bill Rogers who will no longer be able to serve on the board due to medical reasons. A Notice of Vacancy will be posted.

F. Elect new Chair and Vice Chair

A motion was made by Director Pessoa, seconded by Chair Lee to keep the positions as they are for the time being.

The roll call vote was Chair Lee (yes), Director Holman (yes), Director Pessoa (yes), Director Rogers (absent) and Director Ware (absent). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

Director Holman – Hopes to have the registration for the water tender done by the February meeting.

Director Pessoa – Notes she will be absent for the February meeting. She also requested copies of all grant applications and approvals. There are outstanding applications and approved grants that need to be added to the files for record keeping. Greg Stensler and the Chief will forward the most recent grant paperwork to Director Pessoa, and she will coordinate with Gary Hawthorne for bookkeeping. During 2021 we received Yuba Water Agency Grant for Washer/Dryer, CSFA-Jenny's Heroes grant for Jaws of Life & First Net-PPE supplies. 2021-2022 Cal Fire-RFC 50/50 Agreement for Wildland Equipment and a FEMA grant application has been submitted.

ADJOURN

The meeting was adjourned by Chair Lee at 7:35 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**

February 22, 2022

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: Greg Holman, Jared Ware and Mike Lee. Also, present were Chief Butler and Gary Hawthorne. Lani Pessoa was absent. There were five fire fighters and six members of the public present.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

A motion was made by Director Lee, seconded by Director Holman to approve the minutes for the January 25, 2022, regular meeting. The roll call vote was Director Holman (yes), Director Ware (yes), Chair Lee (yes) and Director Pessoa (absent). There were (3) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

CORRESPONDENCE RECEIVED

- (04-2022) – DOHFA – Request to fix maintenance issues. Sink holes and generator service needed
- (05-2022) – Charles Sharp – PR request for Notice of Vacancy applications
- (06-2022) – Charles Sharp – Update request for Notice of Vacancy applications
- (07-2022) – Dave Buehler – Request for construction fees, water storage in Oregon House
- (08-2022) - Response to Notice of Vacancy to fill position of Director – Applicant name(s) - Gary Hawthorne

FIRE CHIEF REPORT

A. Incident Report – Chief Butler distributed the Incident Report.

FINANCIAL REPORT

Gary Hawthorne submitted the financial reports. He also described tracking grants using GL codes. A motion was made by Chair Lee, seconded by Director Holman to approve the Financial Reports. The roll call vote was Director Holman (yes), Director Ware (yes), Chair Lee (yes) and Director Pessoa (absent). There were (3) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

Budget Adjustments – None

Approve Warrants – A warrant requiring approval after the posting of the agenda was submitted for approval. A motion was made by Chair Lee, seconded by Director Holman to include the additional warrant for approval. The roll call vote was Director Holman (yes), Director Ware (yes), Chair Lee (yes) and Director Pessoa (absent). There were (3) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

#52-039906 in the amount of \$6,952.37 to Card Service Center

A motion was made by Chair Lee, seconded by Director Holman to approve the warrant. The roll call vote was Director Holman (yes), Director Ware (yes), Chair Lee (yes) and Director Pessoa (absent). There were (3) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

AUXILIARY

Nothing to report.

OLD BUSINESS

None

NEW BUSINESS

A. Presentation by Ethel Winchell - Grants for our community

Ethel Winchell who represents Lake Francis Estates Mutual Water Company described (3) grants their organization is working on and is seeking acceptance of three resolutions by the DOHFPD to sponsor these grants.

B. Adopt Resolution 2022-01 Lake Francis Estates Fuel Reduction Project

After discussing the roll call vote was Director Holman (yes), Director Ware (yes), Chair Lee (yes) and Director Pessoa (absent). There were (3) Yes, (0) Noes, (0) Abstain & (1) Absent. Resolution passed.

C. Adopt Resolution 2022-02 Dobbins Oregon House Fire Burn Boss Education

After discussing the roll call vote was Director Holman (yes), Director Ware (yes), Chair Lee (yes) and Director Pessoa (absent). There were (3) Yes, (0) Noes, (0) Abstain & (1) Absent. Resolution passed.

D. Adopt Resolution 2022-03 Equipment and Supplies for Sustainability and Maintenance of Fuel Break

After discussing the roll call vote was Director Holman (yes), Director Ware (yes), Chair Lee (yes) and Director Pessoa (absent). There were (3) Yes, (0) Noes, (0) Abstain & (1) Absent. Resolution passed.

E. Appoint Ad hoc Committee for Future Plans

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

F. Appoint New Director

After reviewing the response to Notice of Vacancy and discussing a motion was made by Chair Lee, seconded by Director Ware to appoint Gary Hawthorne as Director. The roll call vote was Director Holman (yes), Director Ware (yes), Chair Lee (yes) and Director Pessoa (absent). There were (3) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS: Director Holman – Described a letter he will be sending to the fire department regarding his solar project.

ADJOURN

The meeting was adjourned by Chair Lee at 7:35 p.m.

Respectfully Submitted:

Lani Pessoa, Clerk of the Board

Minutes from notes taken by Gary Hawthorne

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

March 22, 2022

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: Jared Ware, Lani Pessoa, and Mike Lee. Also, present was Gary Hawthorne. Greg Holman and Chief Butler were absent. Dave Dickinson represented the Chief. Marissa and Masha represented the Auxiliary and there were three members of the public present.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

A motion was made by Director Lee, seconded by Director Ware to approve the minutes for the February 22, 2022 regular meeting. The roll call vote was Director Pessoa (yes), Director Ware (yes), Chair Lee (yes) and Director Hawthorne (yes) and Director Holman (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(09-2022) – Michael Hatherly – Questions about election of Chair/Vice Chair and meeting dates.

(10-2022) - CA State Controller – 2021 Government Compensation in CA Report due April 30, 2022

(11-2022) – Yuba County Planning Department – Request comments for Administrative Use Permit at 7579 Lasson Way & 12833 Spruce Lane, Browns Valley – APN 044-210-021 & 044-210-017 due April 8, 2022.

(12-2022) – Michael Hatherly – PRR minutes and opinions regarding various subjects.

FIRE CHIEF REPORT

A. Incident Report – Dave Dickinson distributed the Incident Report.

FINANCIAL REPORT

Gary Hawthorne submitted the financial reports. A motion was made by Chair Lee, seconded by Director Ware to approve the Financial Reports. The roll call vote was Director Pessoa (yes), Director Ware (yes), Chair Lee (yes) and Director Hawthorne (yes) and Director Holman (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed. He also reported on a new system to enter grant accounts per our accountant.

Budget Adjustments – None

Approve Warrants – None

AUXILIARY

Marissa and Masha report there is a hole in asphalt by the bay doors and surface appears to be sinking. This will be addressed when the rainy season is over. Insurance for the thrift store was cancelled by mistake and has been reinstated. Bertha is currently on medical leave.

OLD BUSINESS

None

NEW BUSINESS

A. Review Future Plans

To be reviewed at the April meeting

B. Appoint New Bookkeeper

After discussing a motion was made by Director Lee, seconded by Director Hawthorne to appoint Lorrie Million as bookkeeper. The roll call vote was Director Pessoa (yes), Director Ware (yes), Chair Lee (yes) and Director Hawthorne (yes) and Director Holman (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

NEW BUSINESS (CONTINUED)

C. Appoint Ad hoc Budget Committee

Chair Lee appointed Gary Hawthorne and Jared Ware to the Budget Committee.

D. Appoint New JPA Representative

Chair Lee appointed Gary Hawthorne as our JPA Representative.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS: Chair Lee – Notes we need someone to oversee the grant procedures and research new grants. **Director Hawthorne** – Agreed to take the action item of overseeing grants for the district.

ADJOURN

The meeting was adjourned by Chair Lee at 7:18 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 26, 2022

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: Jared Ware, Lani Pessoa, and Gary Hawthorne. Also present was Greg Holman, Lorrie Million and Chief Butler. Mike Lee was absent. There were two members of the fire department present.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

A motion was made by Director Hawthorne, seconded by Director Ware to approve the minutes for the March 22, 2022 regular meeting. The roll call vote was Director Pessoa (yes), Director Ware (yes), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(13-2022) – Yuba County Board of Supervisors – Notice of approval for appointment of Gary Hawthorne At March 22-2022 meeting.

(14-2022) – Yuba County Environmental Health – CUPA Permit valid to January 2023.

(15-2022) – Yuba County Auditor – Notice of meeting regarding Direct Assessments and future changes scheduled for May 19, 2022.

FIRE CHIEF REPORT

A. Incident Report – The printer was not working, and the Chief gave an oral report. There was a total of (30) incidents. He also notes Measure K funds have been distributed to our fire departments.

Pay Crew Fund – Amount to be noted at next meeting

FINANCIAL REPORT

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

Budget Adjustments – Director Pessoa notes the budget will be adjusted to reflect addition of Measure K Funds

Approve Warrants – #52-039907 to L.N. Curtis in the amount of \$4,996.41 – (4) fire Valves

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

Measure K Funds disbursed – Discuss and decide use of one-time payment and future funds

The county has allocated a one-time revenue payment of \$293,913.00 which can only be used for one-time expenses (i.e., capital projects & fixed assets). The funds may be reserved for future projects and will be kept separate from ongoing monthly Measure K revenue. The district is required to provide an annual report to the Board of Supervisors.

Ongoing monthly revenue has a broader range of allowable uses and annual reports will also be required.

The board will reserve the one-time payment for future projects and continue discussion on use of monthly fund amounts which will vary based on tax collection.

AUXILIARY

Chief Butler gave an update on Bill and Bertha Rogers who have both experienced medical problems. As they have done so much to contribute to our community, the chief would like to give back to them. He suggested a fund raiser to include members of the fire department, the community center and auxiliary. Among the ideas mentioned were a dinner, auction, and garage sale. Director Holman will bring this to the community center and the auxiliary.

OLD BUSINESS

None

NEW BUSINESS

A. Update on Water Tender DMV

Director Holman reports he has been unable to get any further on this and we may have to pay the fees/taxes. Director Ware has volunteered to take this on and will try to get the exemption.

B. Review Future Plans

To be reviewed at the May meeting.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS: Director Hawthorne – JPA – They will no longer receive donations from Chy or the Setzer Foundation, and they are moving to a state tower. The JPA will not directly receive Measure K funds and a new repeater will cost \$20,000.00. GSRMA has sent a cyber questionnaire to the JPA, and the next meeting is June 29th at Camptonville.

ADJOURN

The meeting was adjourned by Vice Chair Holman at 7:42 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 28, 2022

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: Lani Pessoa, Gary Hawthorne, and Greg Holman. Also present was Mike Lee, Lorrie Million and Chief Mike Butler. There was one member of the fire department present, and two members of the public. Jared Ware was absent.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

A motion was made by Director Hawthorne, seconded by Director Pessoa to approve the minutes for the May 24, 2022 regular meeting. The roll call vote was Director Pessoa (yes), Director Ware (absent), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(18-2021) – Yuba County Auditor – Request for 2022-2023 Schedule 13 Proposed Budget due August 1, 2022

(19-2022) – CalPERS – Proposed Regulatory Action, amend and clarify Parent-Child Relationship dependent eligibility criteria.

FIRE CHIEF REPORT

Incident Report – Chief Butler distributed the Incident Report.

Chief Butler gave an update on the fire near Bridgeport. We have received an insurance payment of \$9,000.00 to purchase equipment that was stolen from the Merriam Road break in. The Community Center will hold its annual 4th of July celebration and is requesting funds to help purchase fire works that have double in price. The Chief will donate from the Crew Fund.

FINANCIAL REPORT

Lorrie Million submitted the financial reports. A motion was made by Director Pessoa, seconded by Director Hawthorne to approve the Financial Reports. The roll call vote was Director Pessoa (yes), Director Ware (absent), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed. Lorrie has received the new Staples charge card.

Budget Adjustments – Director Pessoa will adjust the budget next month.

Approve Warrants – #52-039909 to Card Services in the amount of \$2,499.53 – Vehicle Supplies (Hoses, clamp)

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

AUXILIARY

There were no members of the Auxiliary present. Chair Lee notes the internet connection still not working and they are unable to piggyback on our account. The recommendation is the Auxiliary purchase their own succeed account.

OLD BUSINESS

None

NEW BUSINESS

A. Review and adopt Future Plans

Chair Lee called the roll for Resolution 2022-06, and the call vote was Director Ware (absent), Vice Chair Holman (yes), Chair Lee (yes), Director Pessoa (yes) and Director Hawthorne (yes). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

B. Review Preliminary Budget

The preliminary budget was reviewed and will be adopted at the July meeting.

C. Spring Cleaning for Fire Station

Chair Lee notes the station could use a good clean up and he will coordinate a cleanup crew.

D. Proposed Adoption of Benefit Assessment Unit & Special Tax

The hearing opened at 7:04 pm. The board agreed to adopt the Benefit Assessment Unit & Special Tax. The hearing closed at 7:07 pm.

E. Proposed Adoption of Appropriation Gann Limit

The hearing opened at 7:08 pm. The board agreed to adopt the Appropriation (GANN Limit). The hearing closed at 7:11 pm.

F. Adopt Resolution 2022-09 Authority to appoint Agents to Solicit Grants

Chair Lee called the roll for Resolution 2022-06, and the call vote was Director Ware (absent), Vice Chair Holman (yes), Chair Lee (yes), Director Pessoa (yes) and Director Hawthorne (yes). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

G. Update on registration of Water Tender DMV

Director Ware who was absent sent an update via email that he continues to work on this and has a company that can assist us with the registration and sales tax issues.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS: None

ADJOURN

The meeting was adjourned by Chair Lee at 7:22 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

May 24, 2022

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: Jared Ware, Lani Pessoa, and Gary Hawthorne. Also present was Greg Holman, Mike Lee, Lorrie Million and Chief Butler. There were two members of the fire department present, three members of the public, and two members of the Auxiliary.

PUBLIC PARTICIPATION

Charles Sharp would like more notification on smaller fires in our area. He was directed to several websites that are available and it was suggested he get a scanner. He also submitted a newsletter from the Foothill Water Coalition.

APPROVAL OF MINUTES

A motion was made by Chair Lee, seconded by Director Ware to approve the minutes for the April 26, 2022 regular meeting. The roll call vote was Director Pessoa (yes), Director Ware (yes), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

CORRESPONDENCE RECEIVED

Correspondence was inadvertently left off the agenda and Director Pessoa read the correspondence aloud which was entered into the minutes.

(16-2022) – Cal Fire – Nevada-Yuba-Placer 2022 Operating Plan Assistance and Assistance by Hire Agreement

(17-2022) – Staples – Request to update authorized buyer(s) on account and new cards will be issued

FIRE CHIEF REPORT

A. Incident Report – Chief Butler distributed the Incident Report. He notes the Emergency preparedness fair was a success. Currently the district has twenty-four firefighters including cadets. He has submitted grant paperwork to the Yuba County Water Agency. He has requested quotes for a new rescue vehicle and Measure K funds can be used to pay for it.

FINANCIAL REPORT

Gary Hawthorne submitted the financial reports. A motion was made by Director Pessoa, seconded by Director Hawthorne to approve the Financial Reports. The roll call vote was Director Pessoa (yes), Director Ware (yes), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed. He also notes that Lorrie Million needs to be added to our bank account to do online banking.

Budget Adjustments – Director Pessoa notes the Mitigation Fund has grown and we should spend it appropriately.

Approve Warrants – #52-039908 to Bauer Compressors Inc. in the amount of \$24,860.25 – Wildland Gear

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

AUXILIARY

Catherine notes things are picking up at the thrift store, they want to purchase another pod for storage. She is concerned about the pothole and submitted a letter requesting it be fixed. Chair Lee notes he has contacted Escherman Construction and we are on a waiting list as there are several jobs ahead of us. The internet at thrift store still has problems and Director Hawthorne will try to fix it. The garbage dumpster payment was discussed, and an email will be sent to Lorrie with a copy of the invoice for future payments. Director Pessoa will add Margaret Binderup to the group email list to receive minutes and agenda for future meetings.

OLD BUSINESS

None

NEW BUSINESS

A. Grant Management and Research – Discuss and decide which grants benefit the district and give authority to solicit, accept, and execute contracts and grants.

After discussing Chair Lee, Chief Butler and Director Hawthorne will be the team that will pursue and process grants for the district. A resolution giving them authority will be on the June agenda.

B. Review Future Plans

To be reviewed at June meeting

C. Adopt Resolution 2022-05 Audit Fiscal year 2019

The roll call vote was Director Pessoa (yes), Director Ware (yes), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Resolution adopted.

D. Review Preliminary Budget

To be reviewed at June meeting

E. Direct Assessment update – requirements & changes

Director Pessoa who attended the auditor/controller meeting noted changes to the reporting system and how the county fees will now be collected upfront.

F. Appoint Ad hoc Assessment Fees Committee

Chair Lee appointed himself to this committee.

G. Review Bylaws

Chair Lee appointed himself and Director Pessoa to this committee.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS: Chief Butler - inquired about the FCC License, who has a copy and when does it expire.

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

July 26, 2022

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: Lani Pessoa, Gary Hawthorne, and Greg Holman. Also present was Mike Lee, Jared Ware, Lorrie Million and Chief Mike Butler. There was one member of the fire department present, and two members of the public. Rissa represented the Auxiliary.

At this time Chair Lee noted a subject that requires discussion and decision after the posting of the agenda will be added to the agenda under Fire Chief Report as **C. Discuss and Decide repairs needed for Engine #6481**. A motion was made by Chair Lee, seconded by Director Pessoa to add C. Discuss and decide repairs needed for Engine #6481. The roll call vote was Director Pessoa (yes), Director Ware (yes), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

A motion was made by Director Hawthorne, seconded by Director Holman to approve the minutes for the June 28, 2022 regular meeting. The roll call vote was Director Pessoa (yes), Director Ware (yes), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(20-2022) Yuba County Board of Supervisors - Request to review Conflict of Interest Code-Local Agency Biennial Report due October 3, 2022.

(21-2022) – Yuba County Planning Department – Request for comments on initial study (TPM2020-0008) Johnson property to create four parcels from 296 acres at 13447 County Rd 270. Comments due August 3, 2022.

(22-2022) - Alliant – 2022-2023 GSRMA Insurance Certificate of Coverage (Workers Comp, Liability, Auto, Crime, Property) DOHFPD

(23-2022) - Alliant – Certificate of Coverage DOHFPD/Fellowship of Friends 2022-2023

(24-2022) Yuba County Public Works – Notice of Public Works project to replace Iowa City Road Bridge and provide a detour beginning 7/25/2022

Chair Lee will respond with comments for the Johnson property asking for ingress, egress, and acreage for future sub-station.

FIRE CHIEF REPORT

Incident Report – Chief Butler distributed the Incident Report. He gave an update on the Winding Fire and notes if the fire had crossed the river, they would still be fighting the fire today.

Pay annual and quarterly crew fund – The amounts are as follows: Annual \$2,500.00 Crew Fund - \$651.00 & Individual - \$1,519.00

Discuss and Decide repairs needed for Engine #6481. – Chief Butler informed the board that the front engine needs to be rebuilt. Everything is shot which includes shocks and steering. The quote of \$6138.92 is for parts and does not include labor. A motion was made by Chair Lee, seconded by Director Ware to approve the expense, and move forward with the repairs. The roll call vote was Director Pessoa (yes), Director Ware (yes), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

Chief Butler notes Engine #6492 also needs repairs and is hoping to put it off until after fire season in October.

The subject of drones to assist with firefighting was brought up and the auxiliary has offered to pay for them. They may be useful during search and rescue, and the Chief will do research on drones.

FINANCIAL REPORT

Lorrie Million submitted the financial reports. A motion was made by Chair Lee, seconded by Director Hawthorne to approve the Financial Reports. The roll call vote was Director Pessoa (yes), Director Ware (yes), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

Lorrie informed the board she is up to date with paying for the garbage dumpster we share with the auxiliary. She also notes the Chiefs' credit card limit needs to be increased due to increased pricing and overlapping payments that prevent him from charging items that are needed. The board agrees and Chief Butler will start the process to increase the limit.

Budget Adjustments – Director Pessoa has adjusted the budget to reflect the money contributed by the auxiliary.

Approve Warrants – #52-039910 to GSRMA in the amount of \$21,657.00 – Annual Insurance Premium

A motion was made by Director Hawthorne, seconded by Director Pessoa, to approve the warrant. The roll call vote was Director Pessoa (yes), Director Ware (yes), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes).

There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

AUXILIARY

Rissa reports they contacted Succeed regarding an internet account and were informed it is not available due to their location. Starlink was suggested or having a pole installed to bounce a repeater. They continue to look for extra storage containers for the thrift store. She also notes the members of our fire district are extremely generous and bring food and drink donations whenever there is a fire in our area. The thrift store has an excess of items. It was suggested that other local fire departments may be able to benefit from our surplus donations.

OLD BUSINESS

None

NEW BUSINESS

A. Adopt Preliminary Budget

After reviewing a motion was made by Director Hawthorne, seconded by Director Pessoa to adopt the preliminary budget. The roll call vote was Director Pessoa (yes), Director Ware (yes), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

B. Adopt Resolution 2022-07 Benefit Assessment Unit & Special Tax

Chair Lee called the roll, and the vote was Director Pessoa (yes), Director Ware (yes), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Resolution adopted.

C. Adopt Resolution 2022-08 Establishing Appropriations Limit

Chair Lee called the roll, and the vote was Director Pessoa (yes), Director Ware (yes), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Resolution adopted.

D. Update on registration of Water Tender DMV

Director Ware gave an update on the information he has found out and the organization he will use to register the vehicle. There is a fee for this service and the sales tax exemption remains a question that has not been clarified by anyone yet. A motion was made by Chair Lee, seconded by Director Hawthorne to have Director Ware move forward with the registration using VLC registration and to apply for the exemption. The roll call vote was Director Pessoa (yes), Director Ware (yes), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

E. Review and discuss By-Laws changes, additions/deletions first reading

The additions/deletions were reviewed and read. This was the first reading; a second reading and vote will be taken in August.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS: Director Hawthorne – JPA meeting was at Camptonville. They approved the budget and Kim Biggs was elected as Vice Chair. **Chair Lee** – He has found someone to clean the fire station and will be removing the TVs and excess boxes.

ADJOURN

The meeting was adjourned by Chair Lee at 8:00 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 23, 2022

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: Lani Pessoa, Gary Hawthorne, and Greg Holman. Also present was Mike Lee, Jared Ware, Lorrie Million and Chief Mike Butler. There were two members of the fire department present, Supervisor elect John Messick and two members of the public. Masha represented the Auxiliary.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

A motion was made by Chair Lee, seconded by Director Hawthorne to approve the minutes for the July 26, 2022 regular meeting. The roll call vote was Director Pessoa (yes), Director Ware (yes), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(25-2022) – LexisNexis – Report Request for fire at 9129 Winding Way, Patricia Dahms 7-18-22
(26-2020) – Appeal Democrat – Proof of Publication – Notice of Adoption of Budget 2022-23
(27-2022) – Yuba County Auditor – Appropriations Limit for 2022-23 and request to adopt by resolution
(28-2022) – Yuba County Administrator – Request for Measure K Expenditure Report due August 15, 2022
(29-2022) - GSRMA – Annual payroll questionnaire due August 31, 2022
(30-2022) – Charles Sharp – Notification of Candidacy for open Directors’ seat on board
(31-2022) – Pete Hammontre – Letter declining to endorse Charles Sharp for Directors’ seat

FIRE CHIEF REPORT

Incident Report – Chief Butler distributed the Incident Report.

FINANCIAL REPORT

Lorrie Million submitted the financial reports. A motion was made by Director Hawthorne, seconded by Director Pessoa to approve the Financial Reports. The roll call vote was Director Pessoa (yes), Director Ware (yes), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed. Lorrie notes the credit card limit has been increased to \$15,000.00.

Budget Adjustments – None

Approve Warrants - #52-040552 in the amount of \$3,929.82 to Still Bros – Repairs Engine #6481
#52-040553 in the amount of \$2,000.00 to Yuba County Fire Joint Powers Agency – Annual Dues

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

AUXILIARY

Masha reports the thrift store is short on help and they may have to cut back on days open. A call for volunteers will be posted on our website and notices may be posted at other locations. Chair Lee spoke with Escherman Construction and the old septic may be the reason for the sink hole. We are on their schedule to do the work.

OLD BUSINESS

A. Update on registration of Water Tender DMV-will stay on agenda until completed

Director Ware notes the invoice to VLC has been paid and he will apply for the exemption asap.

NEW BUSINESS

A. Biennial Review for Conflict-of-Interest Codes

No amendment is required

B. Second reading and Approval of By-Laws 2022

After reading the amendments a motion was made by Chair Lee, seconded by Director Hawthorne to approve the amendments. The roll call vote was Director Pessoa (yes), Director Ware (yes), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

C. Adopt Resolution 2022-10 Establishing Appropriation Limit for 2022-23

The roll call vote was Director Pessoa (yes), Director Ware (yes), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

D. Adopt Resolution 2022-11 Final Budget

Before voting Chief Butler asked if the cost of the upcoming election was included in the budget. The county does not have a final figure yet and has informed us that the cost may be as high as \$10,000.00. The budget will have to be adjusted to account for the unexpected expense.

The roll call vote was Director Pessoa (yes), Director Ware (yes), Director Hawthorne (yes), Vice Chair Holman (yes) and Chair Lee (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

Chief Butler – Reports that Ron Garner does maintenance and repair work for the fire department at no charge to us and has been doing this for some time. He does not want to be compensated, but the Chief would like to figure out a way to do something for him that would show our gratitude. He is asking for suggestions.

ADJOURN

The meeting was adjourned by Chair Lee at 7:13 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

September 27, 2022

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: Lani Pessoa, Gary Hawthorne, and Greg Holman. Also present were Chief Mike Butler, two members of the public and one fire fighter. Rissa represented the Auxiliary. Chair Mike Lee and Director Ware were absent.

PUBLIC PARTICIPATION

Charles Sharp – comments on website and water sources.

APPROVAL OF MINUTES

A motion was made by Director Pessoa, seconded by Director Hawthorne to approve the minutes for the August 23, 2022 regular meeting. The roll call vote was Director Pessoa (yes), Director Hawthorne (yes), Vice Chair Holman (yes), Chair Lee (absent) and Director Ware (absent). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(32-2022) – Marysville USD – Request for DSA review of existing conditions by Local Fire Authority
(33-2022) - First American Real Estate – Questions regarding defensible space, vegetation management on private property
(34-2022) – Adventist Health Rideout – Notification of new doctor William Sandusky, MD
(35-2022) – SAM – Notification of renewal good thru 8-09-2023

FIRE CHIEF REPORT

Incident Report – Chief Butler distributed the Incident Report.

FINANCIAL REPORT

Director Hawthorne presented the financial reports. A motion was made by Director Hawthorne, seconded by Director Pessoa to approve the Financial Reports. The roll call vote was Director Pessoa (yes), Director Hawthorne (yes), Vice Chair Holman (yes), Chair Lee (absent) and Director Ware (absent). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

Budget Adjustments – None

Approve Warrants - None

AUXILIARY

Rissa reports the electrical issue has been fixed. Ledbetter Electric replaced the burned-out receptacle, installed a new subpanel, and dedicated circuit receptacles for other areas of the thrift store. The emergency repair cost is \$5,275.00. Chair Lee who was absent provided the invoice and a motion was made by Director Pessoa, seconded by Director Hawthorne to approve the payment. The roll call vote was Director Pessoa (yes), Director Hawthorne (yes), Vice Chair Holman (yes), Chair Lee (absent) and Director Ware (absent). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

Rissa would like all the old electrical receptacles evaluated to ensure safety. The board agrees this is a good idea. She also reports the leak at thrift store has been fixed by their handyman Chris.

Chair Lee sent word that he continues to work on the sink hole issue, but Escherman Construction has not been able to get to this project. He believes he has found someone else who can fix it sooner.

OLD BUSINESS

B. Update on registration of Water Tender DMV-will stay on agenda until completed

Nothing to report. Director Ware was absent.

NEW BUSINESS

A. Discuss and decide the purchase of a rescue/type 6 truck

Chief Butler explained the need for a new brush/rig/rescue vehicle, its features, and how it would be used. He also presented bids and notes the Measure K funds that are in equipment reserve can be utilized to pay for it. QTAC which is a local company in Chico and has been used by many other adjacent counties for their equipment is the company he recommends. The total cost is approximately \$230,000.00 and a 25% deposit is required to start the build.

After discussing a motion was made by Director Hawthorne, seconded by Director Pessoa to approve the purchase of a rescue/type 6 truck from QTAC, authorize the Chief to sign documents necessary for the purchase and approve the initial deposit. The roll call vote was Director Pessoa (yes), Director Hawthorne (yes), Vice Chair Holman (yes), Chair Lee (absent) and Director Ware (absent). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

B. Discuss and decide the replacement and purchase of new set of extrication equipment/ Jaws

Chief Butler explained the need for a new set of Jaws, what the advantages are and how they are used. The purchase will be from AMKUS which includes three units, six batteries and a chain kit at a cost of \$38,860.15. Director Pessoa notes this is another excellent use of Measure K funds.

After discussing a motion was made by Director Hawthorne, seconded by Director Pessoa to approve the purchase of a new set of extrication equipment/Jaws. The roll call vote was Director Pessoa (yes), Director Hawthorne (yes), Vice Chair Holman (yes), Chair Lee (absent) and Director Ware (absent). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

Director Hawthorne - reports Motorola has a grant available for pagers and Chief Butler will speak with them regarding our needs. **Vice Chair Holman** - reports the thrift store needs a manager and maybe they can partner with the community center who also needs one.

ADJOURN

The meeting was adjourned by Chair Lee at 7:13 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**

October 25, 2022

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: Lani Pessoa, Gary Hawthorne, and Greg Holman. Also present were Chair Mike Lee, Jared Ware, Chief Mike Butler, and Rissa who represents the Auxiliary. There were two members of the public and four fire fighters.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

A motion was made by Chair Mike Lee, seconded by Director Holman to approve the minutes for the September 27, 2022 regular meeting. The roll call vote was Director Pessoa (yes), Director Hawthorne (yes), Vice Chair Holman (yes), Chair Lee (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(36-2022) – Charles Sharp – Letter regarding response from Pete Hammontre to his previous letter.

FIRE CHIEF REPORT

Incident Report – Chief Butler distributed the Incident Report. The Crew Fund amounts have been given to Lorrie for payment.

FINANCIAL REPORT

Lorrie Million presented the financial reports. A motion was made by Director Pessoa, seconded by Chair Lee to approve the Financial Reports. The roll call vote was Director Pessoa (yes), Director Hawthorne (yes), Vice Chair Holman (yes), Chair Lee (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

Lorrie notes the credit card payment has not been received and must be lost in the mail. A stop payment has been put on check# 8128 in the amount of \$6,689.32 and we will incur a \$20.00 charge from the bank. An auto draft has already been made to the credit card company. Chief Butler will request that the interest charge for past due payment be waived as we always carry a zero balance.

We have received \$10,000.00 from the 2021/22 Bill Shaw Grant and \$681.34 from GSRMA which is the remaining insurance payment from the Merriam Road break in.

Budget Adjustments – None

Approve Warrants

52-040554 in the amount of \$5,275.00 to Ledbetter Electric – Electrical repairs at Thrift Store

52-040555 in the amount of \$53,353.00 to QTAC Fire and Rescue Apparatus – Deposit for purchase of Rescue/Mini Pumper

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

AUXILIARY

Rissa presented a check from the auxiliary in the amount of \$10,000.00 as a donation towards the purchase of our new Rescue/Mini Pumper. The electrical issues at thrift store seem to be solved now and the Firefighters appreciation dinner is December 8th. Tri tip will be served. Lorrie will assist will gift ideas for the firefighters.

OLD BUSINESS

A. Update on registration of Water Tender DMV-will stay on agenda until completed

Director Ware reports the registration is in progress.

NEW BUSINESS

A. Discuss and Decide - Roy Young to present idea utilizing Measure K funds for a CPR Saturday event sometime this fall/winter.

Roy Young presented his idea for classes that the public would attend to learn CPR and how to stop a severe bleed. The instructor will provide the CPR dummies and emergency response trauma kits at a cost of \$600.00 for the day. The event will be held at the Community Center. This is an opportunity for members of our community to learn skills that may be lifesaving. This will take place in January. If there is a good attendance another event can be scheduled in the future.

A motion was made by Chair Lee, seconded by Director Hawthorne to go forward with organizing this event capping the expense at \$1,500.00. The roll call vote was Director Pessoa (yes), Director Hawthorne (yes), Vice Chair Holman (yes), Chair Lee (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

C. Discuss and Decide - repairs and maintenance for the Thrift Store.

Chair Lee notes there are repairs needed for the outside of the building and part if not all the building needs new paint. The board agrees to obtain bids for painting.

D. Discuss and Decide - JPA request to increase annual dues from \$2,000 to \$2,500

Gary Hawthorne who is our representative at the JPA meetings notes the increase is needed because the Setzer Foundation who used to donate money for the repeater towers is no longer involved and paying. The increase will be spread amongst the five fire departments to offset the cost. A motion was made by Chair Lee, seconded by Director Pessoa to approve the increase of dues. The roll call vote was Director Pessoa (yes), Director Hawthorne (yes), Vice Chair Holman (yes), Chair Lee (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

Director Hawthorne – Reports there are two grants in the works. We have been approved for AED & wildland gear from CA Fire Foundation and he submitted a grant for hoses and equipment from Leary Firefighters. **Chief Butler** – The Bill Shaw Grant has been submitted for 2022/23 for PPE, helmets, and other items for \$10,000.00. The FEMA Grant is still in the works. He also notes we need a bigger dumpster and since we share the expense with the auxiliary Rissa will have someone check on prices and availability.

ADJOURN

The meeting was adjourned by Chair Lee at 7:24 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 13, 2022

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: Lani Pessoa, Greg Holman, and Jared Ware. Also present were Chair Mike Lee, Charles Sharp, Chief Mike Butler, Bookkeeper Lorrie Million. There were three members of the public.

PUBLIC PARTICIPATION

Donald Ferguson as a member of the public expressed his concerns regarding our newest director Charles Sharp.

APPROVAL OF MINUTES

A motion was made by Chair Mike Lee, seconded by Director Ware to approve the minutes for the October 25, 2022 regular meeting. The roll call vote was Director Pessoa (yes), Director Sharp (yes), Vice Chair Holman (yes), Chair Lee (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

CORRESPONDENCE RECEIVED

- (37-2022) – GSRMA – Final payment of \$681.34 for break in at Merriam Rd.
- (38-2022) – US Census – Survey request for local governments due January 31, 2023
- (39-2022) – Yuba County Auditor – Property Tax estimate Fiscal year 2022-2023
- (40-2022) – Metropolitan Reporting Bureau – Incident Report Request for Csa Insurance Grp – Fire at 9028 Winding Way, Oregon House (Gianni Stefanini) 7/18/22
- (41-2022) – Yuba County Registrar of Voters – Certification of Results for the November 8, 2022, election
- (42-2022) – Patti Hindiyeh – Request information to add fire hydrant attachment to water tank.

FIRE CHIEF REPORT

Incident Report – Chief Butler distributed the Incident Report. The Crew Fund will be given to Lorrie for payment at the end of December. He notes the new build for our Rescue/Mini Pumper has been delayed due to a backlog from Ford for components and is estimated to be done 12/31/23.

FINANCIAL REPORT

Lorrie Million presented the financial reports. A motion was made by Director Pessoa, seconded by Vice Chair Holman to approve the Financial Reports. The roll call vote was Director Pessoa (yes), Director Sharp (yes), Vice Chair Holman (yes), Chair Lee (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

Budget Adjustments – None

Approve Warrants - None

AUXILIARY

None

OLD BUSINESS

A. Update on registration of Water Tender DMV-will stay on agenda until completed.

Director Ware reports the registration is complete, there are no fees as we qualified for the exemption. The plates and tags have been received. The board thanked Director Ware for his diligence in completing this task.

NEW BUSINESS

A. Vote to accept November 8, 2022, District Election Results as certified by County Clerk/Registrar of Voters

At this time Chair Lee thanked Gary Hawthorne for his work done while he was a director. A motion was made by Director Pessoa, seconded by Chair Lee to accept November 8, 2022, District Election Results. The roll call vote was Director Pessoa (yes), Director Sharp (yes), Vice Chair Holman (yes), Chair Lee (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

NEW BUSINESS (CONTINUED)

B. Elect new Chair and Vice Chair

A motion was made by Director Pessoa, seconded by Director Holman to nominate Michael Lee as Chair. There being no further nominations Chair Lee called for a vote. The roll call vote was Director Pessoa (yes), Director Sharp (yes), Vice Chair Holman (yes), Chair Lee (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

A motion was made by Chair Lee, seconded by Director Ware to nominate Lani Pessoa as Vice Chair. There being no further nominations Chair Lee called for a vote. The roll call vote was Director Pessoa (yes), Director Sharp (yes), Vice Chair Holman (yes), Chair Lee (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

C. Brown Act updates – Director Pessoa distributed and reviewed the updates for 2023.

D. Grant Updates – Gary Hawthorne reported on grants that are beneficial to our district but require 501c3 status. He has collaborated with the Auxiliary, and they have agreed to function as administrator for 501c3 grants. He wants to submit pictures of firefighters using the equipment purchased from the CA Fire Fighters grant award to show them how we have used the money. The Leary Firefighters Grant was approved for \$19,968.53 and the Bill Shaw Grant was approved for \$10,000.00. He will be submitting paperwork for The Gary Sinise 1st Responder Grant for radio equipment.

E. Adopt Resolution 2022-12 Commendation Outstanding Service

William Rogers who recently passed away and was a director for nine years will be honored at the firefighter appreciation dinner. The roll call vote was Director Pessoa (yes), Director Sharp (yes), Vice Chair Holman (yes), Chair Lee (yes) and Director Ware (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

Director Sharp – Read a statement citing the district election results, noting where his obligation lies and submitted a list of suggestions for future agenda items. **Lorrie Million** – Requests a deposit only bank card. Since she is employed full time and is unable to make it to our bank during normal banking hours this would enable her to make district deposits on weekends. Chair Lee will talk to the bank about this. **Chief Mike Butler** – Expressed anger regarding the statement as read by Director Sharp. After a discussion with the board, Director Sharp revised his statement. **Director Pessoa** – Distributed the 2023 Yearly Agenda and 2023 Meeting Dates. **Chair Lee** - Thanked Gary Hawthorne for his work done obtaining grants while he was a director and notes he will have Gary continue as grant facilitator for the district.

ADJOURN

The meeting was adjourned by Chair Lee at 7:42 p.m.

Respectfully Submitted:

Lani Pessoa, Clerk of the Board