

# DOBBINS/OREGON HOUSE FIRE PROTECTION DISTRICT

P. O. BOX 164, OREGON HOUSE, CA 95962

## Minutes of Regular Meeting

August 27, 2024

### CALL TO ORDER

The meeting was called to to order by Chair Pessoa at 6:31pm

### 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: Charles Sharp, Chair Lani Pessoa, and Clerk Peter Pillsbury, also serving as Director, and Director Justin DeVorss. Director Greg Holman was absent. Also present was Bookkeeper Lorrie Million and Chief Mike Butler. There were three members of the public present.

### PUBLIC PARTICIPATION

None

### APPROVAL OF MINUTES

A motion was made by Chair Pessoa and seconded by Director Devorss to approve the minutes for the July 23, 2024, regular meeting. The roll call vote was:

Director Sharp (y)

Director DeVorss (y)

Director Pillsbury (y)

Chair Pessoa (y)

Vice Chair Holman (a)

There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed

### CORRESPONDENCE RECEIVED

(38-2024) Steelhead Constructors – Notice of Los Verjeles road closure

(39-2024) Jessica Kidwell -- Pressurized Fire Hydrants (email)

(40-2024) Arthur Craigmill – Handout Package for Meetings (email)

(41-2024) Yuba County Auditor/Controller – Appropriations limits

(42-2024) Yuba County Clerk/Recorder – Instructions for Director Appointment

### FIRE CHIEF REPORT

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

### FINANCIAL REPORT

#### Concerning the Financial Report for the month

Lani and Lorrie working on new system to coordinate bookkeeping with new warrant system.

A motion was made by Chair Pessoa and seconded by Director Devorss to approve financial report. The roll call vote was:

Director Sharp (y)

Director DeVorss (y)

Director Pillsbury (y)

Chair Pessoa (y)

Vice Chair Holman (a)

There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

### Budget Adjustments

None.

## Approve Warrant(s)

17102013 in the amount of \$1,200.00	to Bloomberg & Griffin – Accounting Jan-June 2024
17102014 in the amount of \$1,454.65	to Card Services Center – Credit Card Payment
17102015 in the amount of \$2,500.00	to D/OH Crew Fund – Annual Fund Payment
17102016 in the amount of \$ 2,268.90	to ESO Solutions – Computer Training, HOC Reports
17100741 in the amount of \$1,624.57	to L.N. Curtis and Sons – 10 5gal Pails Class A Foam
17100742 in the amount of \$228.62	to Life-Assist – Medical Supplies
17100743 in the amount of \$130.95	to Peter Pillsbury – Office Supplies
17100744 in the amount of \$84.00	to US Postal Service – PO Box Rental
17100745 in the amount of \$3,000.00	to Yuba County Rural Fire Joint Powers – Annual Dues

A motion was made by Chair Pessoa and seconded by Director Devorss to approve the Warrants as presented above. The roll call vote was:

Director Sharp (y)  
Director DeVorss (y)  
Director Pillsbury (y)  
Chair Pessoa (y)  
Vice Chair Holman (a)

There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

Bookkeeper Million:

Discussion about file drawer  
Discussion about double paid PG&E bill  
Discussion about propane bill for 30gal fill  
Discussion about Meriam tank issue

## ADHOC COMMITTEE REPORTS

**Bill Paying** (*Holman, DeVorss*) - No Report.

## DIRECTOR TASK STATUS REPORTS

### Grants (**Sharp, Holman**)

Wishlist from Chief Butler given to Director Sharp.  
Conversation about meeting with grants contractor, information gathering.  
Looked at State Farm grant, on calendar for next year because applications closed.  
Discussed calendarizing upcoming grants, Bill Shaw coming up in October.  
Leary Firefighter Grant needs letter to start, need info from Gary.

### Information Technology (*Pillsbury*)

“DOHFireca.gov” was approved by get.gov instead of “DOHFire.gov”  
Will be collecting grants documents, applications, etc. for database.  
Consider Director access folders in database.

## AUXILIARY

Auxiliary representative Margaret Binderup : Linda Jeffords is now manager.  
Generator issue discussed, Chief Butler explained how it works.  
Building painting bids moving forward.  
Spaghetti dinner and fundraiser on calendar at the Alcouffe Center.

## OLD BUSINESS

**A) Review Bylaws, discuss any proposed changes**

Continued to next meeting.

**B) Discuss bids for painting Thrift Store Building. Option to approve**

Continued to next meeting.

**C) Discuss bids for replacing Thrift Store sign. Option to approve.**

Chief Butler got a bid of \$311.24 for new Auxiliary sign. Discussed mounting options.

A motion was made by Chair Pessoa and seconded by Director DeVorss to approve \$311.24 bid for new sign. The roll call vote was:

Director Sharp (y)

Director DeVorss (y)

Director Pillsbury (y)

Chair Pessoa (y)

Vice Chair Holman (a)

There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

## NEW BUSINESS

**A) Adopt Resolution 2024-10 – Establish Appropriations Limit for Fiscal Year (2024-2025)**

A motion was made by Chair Pessoa and seconded by Director Pillsbury to adopt Appropriations Limit Resolution for Fiscal Year (2024-2025) 2024-10. The roll call vote was:

Director Sharp (y)

Director DeVorss (y)

Director Pillsbury (y)

Chair Pessoa (y)

Vice Chair Holman (a)

There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

**B) Discuss developing a District Newsletter to share relevant and valuable information with members of our community. Option to approve.**

Chair Pessoa proposed project as biannual, should not repeat what's on Department Facebook page. Director Sharp will bring ideas and sample. Continue next meeting.

**C) Conflict of Interest Codes – Review Biennial Notice**

No amendment is required. Confirmation form will be sent to County.

**D) Discuss Resolution (2024-11) to recommend appointment for open Board seat. Option to adopt.**

A motion was made by Chair Pessoa and seconded by Director Sharp to adopt Resolution 2024-11 recommending Justin DeVorss for appointment. The roll call vote was:

Director Sharp (y)

Director DeVorss (y)

Director Pillsbury (y)

Chair Pessoa (y)

Vice Chair Holman (a)

There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

## BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

**Chair Pessoa:** Benefit Assessment discussion/review \$86737.80. Possibility to increase in the future. Based on parcel tax. Discussion about revising benefit assessment structure to increase revenue. It has been unchanged for 20 years. Regulation changes may take existing engines off the road. Talked about using newsletter for fundraising and talking about tax, validating, etc. Other revenue ideas discussed. Looking at Loma Rica's benefits assessment process as possible example. Regulation changes may take existing engines off the road.

**Chief Butler:** Received a thank you card from a person in our community that our Department was called to assist. Ms. “Bennett” sent us a \$100 donation.

**ADJOURN**

The meeting was adjourned by Chair Pessoa at 8:05pm

Respectfully Submitted by Peter Pillsbury, Clerk of the Board

Witnessed as Adopted:

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Peter Pillsbury, Clerk of the Board