

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

**January 28, 2016**

**CALL TO ORDER**

The meeting was called to order by Chair Lee

**QUORUM**

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

**PUBLIC PARTICIPATION**

**APPROVAL OF MINUTES**

A motion was made by Director Rogers, seconded by Director Appleby to approve the minutes for the December 3, 2015 meeting. The roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Mike Lee (yes), Director Holman (yes) & Director Norris (yes). There were (5) Yes, (0) Noes, (0) Absent, Motion passed.

**CORRESPONDENCE RECEIVED**

**A. Teichert & Sons, Inc.** – Ca Preliminary Notice possible lien, Escherman Construction

**Yuba County Election Clerk** – Request Michael Lee & Greg Holman take Oath of Office

**Yuba County Development** – CUPA, Hazardous Materials annual billing and update certification forms.

**(01-16) Michael Hatherly** – Two letters regarding procedures

**(02-16) Vericlim** – Request for records, 12/26/2015 Fire at Alarcon residence 9427 Thomas Way, Oregon House

**(03-16) CA State Board of Equalization** – Notice to Volunteer Fire Departments regarding Sales Tax during Fundraisers

**FIRE CHIEF REPORT**

Chief Butler reviewed the Incident Report. He also reports the ISO changes should be upgraded around June 2016 and the rating for our area should be lowered.

**FINANCIAL REPORT**

Director Norris reviewed the financial report. A motion was made by Director Rogers, seconded by Director Lee to approve the financial report. The roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Mike Lee (yes), Director Holman (yes) & Director Norris (yes). There were (5) Yes, (0) Noes, (0) Absent, Motion passed.

A motion was made by Director Rogers, seconded by Director Lee to approve the following warrants:

#52-34436 in the amount of \$4,051.26 to (Visa) Card Service Center for Medical Supplies

#52-34437 in the amount of \$1,354.08 to L.N. Curtis for Fire Fighter Gear

The roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Mike Lee (yes), Director Holman (yes) & Director Norris (yes). There were (5) Yes, (0) Noes, (0) Absent, Motion passed.

**AUXILIARY**

Mo reminded the board the Spaghetti feed fundraiser will be Saturday, March 5<sup>th</sup>.

**OLD BUSINESS**

Update on Storage Facility – Chair Lee is happy with the completion of the building and exterior signs for the building were discussed. Mo knows someone who makes the green signs and will check with her. Greg Holman also volunteered to check out signs.

**NEW BUSINESS**

**BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS;**

The subject of signs for all buildings was discussed and may be put on agenda in the future. Director Appleby will drop out of the JPA as he is unable to drive far at night and a substitute will be needed to replace him. The JPA meets quarterly and Director Rogers will continue as a back-up. Director Rogers reported on improvements at the Thrift Store with help from volunteer Kevin Severson.

**BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS; Continued**

Director Norris will work on router problem at the station and bring a brochure to the next meeting regarding a larger filter for the well. Director Appleby asked that Change of Meeting night be put on February agenda.

**ACTION ITEMS REVIEW**

Old items were reviewed and discussed. New items will be forwarded to everyone via email.

**ADJOURN**

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

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Michael Lee, Chair

\_\_\_\_\_ Date \_\_\_\_\_  
Lani Pessoa, Clerk of the Board  
(Minutes from notes taken by Director Rogers)

**Amended as shown in Red**  
**DOBBINS/OREGON HOUSE FIRE PROTECTION DISTRICT**  
**P. O. BOX 164, OREGON HOUSE, CA 95962**

**Minutes**

**February 25, 2016**

**CALL TO ORDER**

The meeting was called to order by Chair Lee

**QUORUM**

The Dobbins/Oregon House Fire Protection District Board of Directors met for their regular meeting on the date above with a quorum being present as follows: Bill Rogers, Greg Holman and Mike Lee. Also present were Lloyd Appleby, John Norris, Chief Butler and Lani Pessoa. There were 18 members of the public present.

**PUBLIC PARTICIPATION**

The following individuals spoke: Janice Hammontre – Letter supporting new Substation and presentation of check in the amount of \$20,596.57 from the Dobbins/Oregon House Fire Auxiliary to the Fire Department.

Michael Hatherly – Objection to process for approving new substation

Dan Lucero, Pete Hammontre, Michelle Lee & Iva Norris – Objections to hate mail, derogatory comments on social media and continued attacks on the fire department.

**APPROVAL OF MINUTES**

A motion was made by Director Rogers, seconded by Director Appleby to approve the minutes for the January 28, 2016 meeting. The roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Mike Lee (yes), Director Holman (yes) & Director Norris (yes). There were (5) Yes, (0) Noes, (0) Absent, Motion passed.

**CORRESPONDENCE RECEIVED**

**(04-16) – PRS, Inc.** – Request for Fire Report Incident at 12350 Regent Road, Oregon House RV Fire

**(05-16) – Visa Credit Card** – Notification of upgrade, new cards and new account number to be mailed

**(06-16) – Michael Hatherly** – Letter regarding bill from Valley Dynamic Mechanical Services

**(07-16) – CA Department Forestry & Fire Protection** – Check in the amount of \$789.88 for Fountain Fire Incident

**(09-16) – Michael Hatherly** – Cease and Desist: Violation of Brown Act, Paragraph 54950

**FIRE CHIEF REPORT**

Chief Butler reviewed the Incident Report.

**FINANCIAL REPORT**

There were no Financial Reports because the activity sheets have not been received from the county. 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 Appleby to include the additional warrants for approval. The roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Mike Lee (yes), Director Holman (yes) & Director Norris (yes). There were (5) yes, (0) Noes, (0) Absent, Motion passed.

A motion was made by Director Rogers, seconded by Director Norris to approve the following warrants:

#52-34438 in the amount of \$3,116.99 to LN Curtis & Sons for Firefighter boots VFA Grant 7FG15034

#52-34439 in the amount of \$1,225.94 to LN Curtis & Sons for Firefighter helmets VFA Grant 7FG15034

#52-34440 in the amount of \$811.93 to LN Curtis & Sons for Firefighter helmets VFA Grant 7FG15034

#52-34441 in the amount of \$1,128.89 to LN Curtis & Sons for Firefighter boots VFA Grant 7FG15034

#52-34443 in the amount of \$1,070.10 to Visa Card Services for repairs, battery and charger engine 6451

The roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Mike Lee (yes), Director Holman (yes) & Director Norris (yes). There were (5) Yes, (0) Noes, (0) Absent, Motion passed.

**AUXILIARY**

Janice Hammontre gave an update on the condition of Auxiliary President Maureen Gillock and reminded the board the Spaghetti feed fundraiser will be Saturday, March 5<sup>th</sup> from 5:00 to 7:00 pm and there will be a raffle.

**OLD BUSINESS**

No old business to discuss

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**February 25, 2016**

**NEW BUSINESS**

**A. Appoint Ad hoc committee for Future Plans**

Director Appleby and Director Holman will work on Future Plans

**B. Discuss and decide changing meeting time from Thursday to Tuesday for regular meetings due to scheduling conflict.** After discussing the pros and cons the board is in agreement to add this to the March agenda.

**C. Discuss and decide response to Cease & Desist: Violation of Brown Act, Paragraph 54950**

~~Chair Lee~~ Director Norris noted the bid was submitted and approval was accepted as part of the Future Plans Resolution. Chair Lee stated there is no merit to the Cease & Desist.

**D. Discuss having attorney attend District meetings on a regular basis.**

After discussing the cost versus benefit in having an attorney attend meetings to deal with one member of the public, the board has decided they do not want to incur the cost at this time.

**BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS;**

The subject of signs for all buildings was discussed and may be put on agenda in the future. Director Appleby will drop out of the JPA as he is unable to drive far at night and a substitute will be needed to replace him. The JPA meets quarterly and Director Rogers will continue as a back-up. Director Rogers reported on improvements at the Thrift Store with help from volunteer Kevin Severson. Director Appleby notes he will be making his Mobile Home Park visits in March to determine the property assessments for this year. Director Rogers gave an update on Fire Safe Council regarding Defensible Space assistance program, CWPP Project List and the Residential Chipping Program. Chief Butler spoke regarding the cost incurred by Loma Rica which is run by Cal Fire to the tune of \$178,000.00 annually and how the taxes would go way up for members of our community if the department was run by Cal Fire. Director Norris reports wifi at the station is fixed. Chair Lee notes the new substation needs to be re-keyed so that all locks are the same.

**ACTION ITEMS REVIEW**

Old items were reviewed and discussed. New items will be forwarded to everyone via email.

**ADJOURN**

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

\_\_\_\_\_  
Michael Lee, Chair

\_\_\_\_\_ Date \_\_\_\_\_  
Lani Pessoa, Clerk of the Board

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

**March 24, 2016**

**CALL TO ORDER**

The meeting was called to order by Chair Lee

**QUORUM**

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

**PUBLIC PARTICIPATION**

**APPROVAL OF MINUTES**

A motion was made by Director Rogers, seconded by Director Appleby to approve the minutes for the January 28, 2016 meeting as amended. The roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Mike Lee (yes), Director Holman (yes) & Director Norris (yes). There were (5) Yes, (0) Noes, (0) Absent, Motion passed.

**CORRESPONDENCE RECEIVED**

**(08-16) – Dobbins/Oregon House Auxiliary** – Check in the amount of \$20,596.57

**(10-16) – Dobbins/Oregon House Auxiliary** – Letter in support of Substation

**FIRE CHIEF REPORT**

Chief Butler reviewed the Incident Report. Chief Butler informed the board that the firefighters will dedicate Engine 6483 as “Miss Mo” in honor of the passing of Maureen Gillock, who was president of the Auxiliary.

**FINANCIAL REPORT**

Director Norris reviewed the financial report. A motion was made by Director Rogers, seconded by Director Norris to approve the financial report. The roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Mike Lee (yes), Director Holman (yes) & Director Norris (yes). There were (5) Yes, (0) Noes, (0) Absent, Motion passed.

Director Norris suggested the following Budget Adjustments: Add \$2,000 to Code #6300 Vehicle Maintenance and \$2,000 to Code #6500 Operating Supplies. The board is in agreement with the adjustments and the funds will come from Code #6800 Equipment Reserves.

Director Norris notes our accountant suggests closing out the Special Tax Account (768) which is not used anymore. The current amount is \$868.84. A resolution will be put on the April Agenda to close out the account.

**AUXILIARY**

Janice Hammontre reports the Spaghetti Dinner made just under \$4,000.00 in profit which is the highest amount ever made from a fundraiser and attributes the amount to the passing of Mo Gillock. Janice gave an update on the upcoming memorial service for Maureen “Mo” which is Saturday, April 16<sup>th</sup>, at the Community Center. Art Craigmill is putting together a slide show, Greg Compton will handle music, the Crew Fund is paying for the meat, Donny will cook the meat and Greg Homan will provide a large photo of Mo in front of the fire engine. The attendants will be asked to participate in a Pot Luck due to the numerous people that will be attending. The auxiliary will provide everything else. The auxiliary has asked that a picture be hung at the Substation as a dedication to Mo.

**OLD BUSINESS**

Discuss and decide changing meeting time from Thursday to Tuesday for regular meetings due to scheduling conflict. After discussing the pros and cons the board is in agreement to change the meeting time. A resolution will be put on the April agenda for a final vote.

**NEW BUSINESS**

**A. Appoint Ad hoc committee for Budget**

Director Norris and Director Rogers will work on the Budget

**NEW BUSINESS (CONTINUED)**

**B. Review Future Plans**

The Future Plans committee has not had time to meet and will report at the April meeting.

**C. Update on SAM Registration Renewal**

Lani gave an update on the registration procedure which is required for grant applications. The District is approved and will reregister in 2017.

**D. Discuss and decide meeting with attorney Robert Hunt concerning allegations against the board**

After discussing the board is in agreement a meeting is not necessary at this time and will contact legal counsel as concerns arise.

**E. Discuss and decide upgrading filter on well for Station and Thrift Store.**

The board discussed all the problems that have existed for quite some time regarding the filter. Chair Lee received an estimate from Peters Drilling & Pump Service in the amount of \$347.00 for a bigger filter that can be cleaned off and is re-usable. Due to the ongoing problems with the filter the board is in agreement to have Chair Lee purchase the filter.

**F. Discuss Frenchtown Estates Development**

The proposed development goes back to 2005 and various board members were involved over the years in trying to assist with making sure public safety and the safety of our fire fighters is in balance with the proposed benefits of the project. Dane Sillers would like to go forward with the project and Chair Lee appointed an Ad hoc committee comprised of Director Norris and himself to look at this proposed development again.

**BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS;**

Director Holman asked if any further questions had been received regarding the terms of the lease for the Substation. Chair Lee reports nothing else has been received questioning the lease or Substation. Director Appleby notes he will meet with Chief Butler to discuss Future Plans. Director Rogers will attend the quarterly meeting of the JPA next week and Director Holman notes he may be able to attend JPA meetings in the future.

**ACTION ITEMS REVIEW**

Old items were reviewed and discussed. New items will be forwarded to everyone via email.

**ADJOURN**

The meeting was adjourned by Chair Lee at 8:00 p.m.

\_\_\_\_\_  
Michael Lee, Chair

\_\_\_\_\_ Date \_\_\_\_\_  
Lani Pessoa, Clerk of the Board

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

**April 28, 2016**

**CALL TO ORDER**

The meeting was called to order by Chair Lee

**QUORUM**

The Dobbins/Oregon House Fire Protection District Board of Directors met for their regular meeting on the date above with a quorum being present as follows: Bill Rogers, Greg Holman and Mike Lee. Also present were Lloyd Appleby, John Norris, Chief Butler and Lani Pessoa. There were no members of the public present.

**PUBLIC PARTICIPATION**

**APPROVAL OF MINUTES**

A motion was made by Director Rogers, seconded by Director Norris to approve the minutes for the March 24, 2016 meeting. The roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Mike Lee (yes), Director Holman (yes) & Director Norris (yes). There were (5) Yes, (0) Noes, (0) Absent, Motion passed.

**CORRESPONDENCE RECEIVED**

**(11-2016) – Yuba County Planning Department** – Notice of Public Hearing Wednesday, April 20, 2016 for Ordinance Amendment OA2011-0001

**(12-2016) – GSRMA** – Update to Labor Law for Pregnancy Disability Leave

**(13-2016) – ISO** – Letter updating Public Protection Classification as 06/6Y effective July, 01 2016

**(14-2016) – GSRMA** – 2016-2017 Preliminary Member Contribution amount for Insurance

**(15-2016) – Yuba County Treasurer** – Notice Unclaimed Monies in Treasury

**FIRE CHIEF REPORT**

Chief Butler reviewed the Incident Report. Chief Butler submitted the Crew Fund Runs for payment in the amount of \$425.00. Chief Butler reports due to funds allotted by GSRMA our district combined the money with other fire departments and rented a burn house. A total of 60 firefighters were able to participate in valuable training. He also reports Casey's Pest Control will begin spraying the station for the abundance of spiders and other creepy crawlers that have invaded the building. This falls under the normal operation of the station and well under the Chiefs Spending Limits.

**FINANCIAL REPORT**

Director Norris reviewed the latest expenditures by the district. There were no financial reports to approve. 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 Appleby to include the additional warrants for approval. The roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Mike Lee (yes), Director Holman (yes) & Director Norris (yes). There were (5) yes, (0) Noes, (0) Absent, Motion passed.

A motion was made by Director Rogers, seconded by Director Norris to approve the following warrants:

# 52-3444 in the amount of \$15,866.58 to L.N. Curtis & Sons for Coats and Pants VFA Grant 7FG15034

#52-34445 in the amount of \$14,279.91 to L.N. Curtis & Sons for Coats and Pants VFA Grant 7FG15034

#52-34446 in the amount of \$966.96 to L.N. Curtis & Sons for Gear Bags VFA Grant 7FG15034

#52-34447 in the amount of \$873.98 to Life Assist for Medical Supplies

The roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Mike Lee (yes), Director Holman (yes) & Director Norris (yes). There were (5) Yes, (0) Noes, (0) Absent, Motion passed.

**AUXILIARY**

Director Rogers spoke about the Celebration of Life for Maureen and how well organized it was. He also reports light fixtures have been replaced at the Thrift Store.

**OLD BUSINESS**

Nothing to report

**NEW BUSINESS**

**A. Adopt Resolution 2016-01 Establish Time and Place for Regular Meeting**

The Resolution was read and the roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Mike Lee (yes), Director Holman (yes) & Director Norris (yes). There were (5) yes, (0) Noes, (0) Absent, (0) Abstain. The resolution is passed.

**B. Adopt Resolution 2016-02 Authorization to Close Special Tax Fund – 768**

The Resolution was read and the roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Mike Lee (yes), Director Holman (yes) & Director Norris (yes). There were (5) Yes, (0) Noes, (0) Absent, (0) Abstain. The resolution is passed. Lani will deliver the resolution with a letter to the county auditor asking for all future interest.

**C. Update on Preliminary Budget**

Director Norris and Director Rogers have not been able to meet and will give an update at the next meeting.

**D. Review Future Plans**

Director Appleby reviewed the suggested items to be added to Future Plans which will total approximately \$15,000.00. A completed list will eventually be submitted to the board for approval.

**BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS;**

Chief Butler notes he has completed purchases for the VFA Grant and the invoices can be given to Director Norris for reimbursement. Lani will print hard copies of the invoices for Director Norris. Chair Lee will install the well filter next month. Director Rogers reported on the Fire Safe Council meeting.

**ACTION ITEMS REVIEW**

Old items were reviewed and discussed. New items will be forwarded to everyone via email.

**ADJOURN**

The meeting was adjourned by Chair Lee at 7:25 p.m.

\_\_\_\_\_  
Michael Lee, Chair

\_\_\_\_\_ Date \_\_\_\_\_  
Lani Pessoa, Clerk of the Board

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

**May 24, 2016**

**CALL TO ORDER**

The meeting was called to order by Chair Lee

**QUORUM**

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

**PUBLIC PARTICIPATION**

**APPROVAL OF MINUTES**

A motion was made by Director Rogers, seconded by Director Norris to approve the minutes for the April 28, 2016 meeting. The roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Mike Lee (yes), Director Holman (yes) & Director Norris (yes). There were (5) Yes, (0) Noes, (0) Absent, Motion passed.

**CORRESPONDENCE RECEIVED**

**(16-2016) – Yuba County Community Development** – Residential Street Address Changes in Dobbins

**(17-2016) – Cal OES** – Fire & Rescue Annual Salary Survey to be completed by July 1, 2016

**(18-2016) – CA Department of Forestry & Fire Protection** – Availability of second modified text for changes to CA Code of Regulations, Title 10, Division 1, Chapter 13

**(19-2016) – US Forest Service Grants Management** – Modification to Cooperative Agreement 15-F1-11051700-025

**(20-2016) – Cal Fire NEU** – 2016/17 Cooperative Agreement defining the terms of payment requested by CAL FIRE NEU for in-Unit responses

**FIRE CHIEF REPORT**

Chief Butler reviewed the Incident Report.

**FINANCIAL REPORT**

Director Norris reviewed the financial reports. A motion was made by Director Appleby, seconded by Director Rogers to approve the financial reports. The roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Mike Lee (yes), Director Holman (yes) & Director Norris (yes). There were (5) Yes, (0) Noes, (0) Absent, Motion passed.

Director Norris notes that Office Expenses will be changed to a roll up account.

At this time Chair Lee moved up the discussion on the preliminary budget. New Business 10 (A) became Finance Report 7 (D) Review Preliminary Budget. Director Norris reviewed the Preliminary Budget which will be put on the June Agenda for approval.

**AUXILIARY**

Janice Hammontre spoke about the memorial service for former auxiliary President Maureen Gillock and the amount of cooperation and help by many people. Everyone agreed “Mo” would have been very pleased. The Auxiliary has requested that a picture of Mo be hung at the Sub-station and the Chief said he would definitely make it happen.

**OLD BUSINESS**

A. Review Future Plans

Director Appleby distributed copies of the items that will be included in Future Plans for the 2016/2017 year and discussed the merits of having a Cascade oxygen system for the station. Future Plans will be put on the June Agenda for approval.

**NEW BUSINESS**

Moved and discussed under 7. Finance Report

**BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS;**

The board discussed having a Grand Opening for the Sub Station sometime after the July 4<sup>th</sup> holiday.

**BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS; (Continued)**

Lani Pessoa notes that all special districts must comply with an addition to the Public Records Act -SB272. Effective July 1, 2016 there needs to be a link on our Website informing the public of our catalog of enterprise systems. Director Norris will attend the webinar and work with Art Craigmill on this. Chair Lee notes the filter was installed hopefully alleviating the well problems at station. Chair Lee will take on the process of computing the Gann Limit which was formerly handled by Pete Hammontre. Director Holman discussed the annual 4<sup>th</sup> of July event at the community center and notes that word needs to be spread about how great this event has been in the past.

**ACTION ITEMS REVIEW**

Old items were reviewed and discussed. New items will be forwarded to everyone via email.

**ADJOURN**

The meeting was adjourned by Chair Lee at 7:15 p.m.

\_\_\_\_\_  
Michael Lee, Chair

\_\_\_\_\_ Date \_\_\_\_\_  
Lani Pessoa, Clerk of the Board

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

**June 28, 2016**

**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, John Norris and Mike Lee. Also present were Chief Butler and Lani Pessoa. Lloyd Appleby and Bill Rogers were absent. There was one member of the public present.

**PUBLIC PARTICIPATION**

**APPROVAL OF MINUTES**

A motion was made by Director Norris, seconded by Director Holman to approve the minutes for the May 24, 2016 meeting. The roll call vote was Director Norris (yes), Chair Mike Lee (yes) & Director Holman (yes). There were (3) Yes, (0) Noes, (2) Absent, Motion passed.

**CORRESPONDENCE RECEIVED**

(21-2016) – **Yuba County Auditor-Controller** – Update authorized signature cards to form on file effective July 1, 2016  
(22-2016) – **GSRMA** – Notice of dividend to be distributed as of July 1, 2016 and shown on the 2016-17 premium invoice.  
(23-2016) – **Yuba County Auditor-Controller** – Notice to adopt resolution showing 2016-17 appropriation limit as \$237,733.00  
(24-2016) – **US Department of Commerce Census Bureau** – Request for 2016 Government Units Survey  
(25-2016) – **Yuba County Auditor-Controller** – Notice that Schedule for 2016-2017 Proposed Budget is due August 1, 2016.  
(26-2016) – **Yuba County Auditor-Controller** – Notice that Direct Assessment for 2016-2017 Tax Bill is due in both hard copy and electronic format August 10, 2016.

**FIRE CHIEF REPORT**

Chief Butler reviewed the Incident Report. The ISO rating which was lowered due to the completion of the Sub Station is in effect as of July 1<sup>st</sup>. Chair Lee has taken the action item to compose a letter that can be used to inform property owners their insurance rates may be lowered. Chair Lee will also arrange a photo op at the substation. Chief Butler notes PG&E has grants available every year and it may be possible to get a new Water Tendor. Chief Butler will have someone follow up on this.

**FINANCIAL REPORT**

Director Norris reviewed the financial reports. A motion was made by Director Norris, seconded by Director Lee to approve the financial reports. The roll call vote was Chair Mike Lee (yes), Director Holman (yes) & Director Norris (yes). There were (3) Yes, (0) Noes, (2) Absent, Motion passed.

A motion was made by Director Norris, seconded by Chair Mike Lee to approve the following warrant: Warrant #52-34448 in the amount of \$15,236.00 to Golden State Risk Management Authority for 2016-2017 fiscal year. The roll call vote was Director Norris (yes), Chair Mike Lee (yes) & Director Holman (yes). There were (3) Yes, (0) Noes, (2) Absent, Motion passed.

**AUXILIARY**

Nothing to report

**OLD BUSINESS**

**NEW BUSINESS**

**A. Adopt Future Plans Resolution 2016-03**

Future Plans Resolution 2016-03 was read and adopted. The roll call vote was Chair Lee (yes), Director Norris (yes) & Director Holman (yes). There were (3) yes, (0) Noes, (2) Absent, Resolution passed.

**B. Adopt Preliminary Budget**

After reviewing a motion was made by Chair Lee, seconded by Director Norris to adopt the Preliminary Budget. The roll call vote was Director Norris (yes), Chair Mike Lee (yes) & Director Holman (yes). There were (3) Yes, (0) Noes, (2) Absent, Motion passed.

**NEW BUSINESS (CONTINUED)**

**C. Assessment Fees (Appoint Ad hoc Committee)**

Chair Lee appointed Director Appleby and himself to this committee.

**D. Adopt Audit Resolution 2016-04**

Audit Resolution 2016-04 was read and adopted. The roll call vote was Vice Chair Norris (yes), Director Norris (yes) & Director Holman (yes). There were (3) yes, (0) Noes, (2) Absent, Resolution passed.

**E. Proposed Adoption of Benefit Assessment Unit & Special Tax, 1<sup>st</sup> Hearing**

The hearing opened at 7:20 pm. The board was in agreement to adopt the Benefit Assessment Unit & Special Tax. The hearing closed at 7:23 pm

**F. Proposed Adoption of Appropriation Gann Limit, 1<sup>st</sup> Hearing**

The hearing opened at 7:23 pm. The board was in agreement to adopt the Appropriation (GANN Limit). The hearing closed at 7:26 pm

**G. Update on compliance SB272**

Director Norris attended the webinar which provides the tool for building a catalog for our website. After discussing with Art Craigmill who updates our website it has been determined that we are exempt and will not need to post anything.

**BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS;**

Director Norris informed the board that he will be resigning in the near future and will make sure the current budget and 2015 audit is completed before his official resignation.

**ACTION ITEMS REVIEW**

Old items were reviewed and discussed. Lani Pessoa will look up board term for John Norris. New items will be forwarded to everyone via email.

**ADJOURN**

The meeting was adjourned by Chair Lee at 7:40 p.m.

\_\_\_\_\_  
Michael Lee, Chair

\_\_\_\_\_ Date \_\_\_\_\_  
Lani Pessoa, Clerk of the Board

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

**July 26, 2016**

**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, Bill Rogers and Mike Lee. Also present were Lloyd Appleby, Chief Butler and Lani Pessoa. John Norris was absent. There were four members of the public present.

**PUBLIC PARTICIPATION**

**APPROVAL OF MINUTES**

A motion was made by Director Lee, seconded by Director Holman to approve the minutes for the June 28, 2016 meeting. The roll call vote was Chair Mike Lee (yes), Director Holman (yes), Director Rogers (yes) and Director Appleby (yes). There were (4) Yes, (0) Noes, (1) Absent, Motion passed.

**CORRESPONDENCE RECEIVED**

(27-2016) – **Yuba County Board of Supervisors** – 2016 Biennial Notice for Conflict-of-Interest Codes to be filed October 3, 2016  
(28-2016) – **Camp Rockin' U** – Notice that camp will be in operation June 19<sup>th</sup>-August 13<sup>th</sup>  
(29-2016) – **Alliant** – 2016-2017 GSRMA Insurance Certificate of Coverage (Workers Comp, Liability, Auto, Crime, Property)  
(30-2016) – **Alliant** – 2016-2017 GSRMA Insurance Certificate of Coverage (Substation)  
(31-2016) – **State of CA Department of Justice** – Legal Notice civil lawsuit against certain makers of cathode ray tubes alleging price-fixing scheme

**FIRE CHIEF REPORT**

Chief Butler reviewed the Incident Report. He reports there are currently (19) Firefighters in the district not including cadets. Payment for the Annual Crew Fund requires a warrant and a motion was made by Director Rogers, seconded by Director Appleby to add the warrant to the agenda for approval. The roll call vote was Chair Mike Lee (yes), Director Holman (yes), Director Rogers (yes) and Director Appleby (yes). There were (4) Yes, (0) Noes, (1) Absent, Motion passed. A motion was made by Director Rogers, seconded by Director Appleby to approve warrant # 52-34451 in the amount of \$1,500.00 to Annual Crew Fund. The roll call vote was Chair Mike Lee (yes), Director Holman (yes), Director Rogers (yes) and Director Appleby (yes). There were (4) Yes, (0) Noes, (1) Absent, Motion passed.

**FINANCIAL REPORT**

There was no financial report due to close of fiscal year. There were no budget adjustments.

**AUXILIARY**

President Janice Hammontre introduced Bertha Rogers who will attend the meetings on a regular basis to give input from the Auxiliary. The Firefighter appreciation dinner will be Thursday December 8<sup>th</sup>. The ladies of the auxiliary have discussed the idea of naming the new Substation after Maureen Gillock and are in agreement that it should be named after the street where it is currently located which is Rices Crossing. An area at the thrift store has been designated for the remembrance of Maureen Gillock which they feel is more appropriate.

**OLD BUSINESS**

**NEW BUSINESS**

**Adopt Resolution 2016-05 Benefit Assessment**

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

**Adopt Resolution 2016-06 GANN Limit**

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

**NEW BUSINESS CONTINUED**

**Discuss and decide officially naming the new Substation after Maureen Gillock**

This subject was already decided by the ladies of the Auxiliary.

**Biennial Review for Conflict-of-Interest Codes**

The board is in agreement no amendment is required.

**BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS;**

Director Rogers gave an update on the JPA meeting and Fire Safe Council. He notes Smartsville has not signed onto MOU and is hoping to find out why at next meeting. He notes the residential chipping program only covers county roads and won't go up private roads. Lani informed the board she will not be able to attend the August meeting and Director Rogers will take notes for her. Chair Lee notes he is talking to various individuals who may be interested in becoming a board member when Director Norris officially resigns.

**ACTION ITEMS REVIEW**

Old items were reviewed and discussed. Director Holman has volunteered to have a sign made for the new Substation. New items will be forwarded to everyone via email.

**ADJOURN**

The meeting was adjourned by Chair Lee at 7:20 p.m.

\_\_\_\_\_  
Michael Lee, Chair

\_\_\_\_\_ Date \_\_\_\_\_  
Lani Pessoa, Clerk of the Board

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

**August 23, 2016**

**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, Bill Rogers and Mike Lee. Also present were Lloyd Appleby, and Chief Butler. John Norris and Lani Pessoa were absent. There was one member of the public present.

**PUBLIC PARTICIPATION**

**APPROVAL OF MINUTES**

A motion was made by Director Lee, seconded by Director Holman to approve the minutes for the July 26, 2016 meeting. The roll call vote was Chair Mike Lee (yes), Director Holman (yes), Director Rogers (yes) and Director Appleby (yes). There were (4) Yes, (0) Noes, (1) Absent, Motion passed.

**CORRESPONDENCE RECEIVED**

(27-2016) – **Yuba County Board of Supervisors** – 2016 Biennial Notice for Conflict-of-Interest Codes to be filed October 3, 2016  
(28-2016) – **Camp Rockin' U** – Notice that camp will be in operation June 19<sup>th</sup>-August 13<sup>th</sup>  
(29-2016) – **Alliant** – 2016-2017 GSRMA Insurance Certificate of Coverage (Workers Comp, Liability, Auto, Crime, Property)  
(30-2016) – **Alliant** – 2016-2017 GSRMA Insurance Certificate of Coverage (Substation)  
(31-2016) – **State of CA Department of Justice** – Legal Notice civil lawsuit against certain makers of cathode ray tubes alleging price-fixing scheme

**FIRE CHIEF REPORT**

No Incident Report submitted for the month. Chief Butler reports Engine service was done on Engines 6492, 6461, 6481, & 6483 by Garner & Company. An invoice has been submitted. Chief Butler raised the idea of meeting Bi-monthly and asked that it be put on next month's agenda for discussion.

**FINANCIAL REPORT**

There were no financial reports submitted for the month. There were no budget adjustments.

**AUXILIARY**

Bertha Rogers reports the auxiliary has discussed contributing to the cost of replacing the old water tender. The estimated cost is \$400,000.00 and they will contribute should the board move forward with the purchase. December 8<sup>th</sup> is Firefighters Appreciation Dinner and they will communicate with Chief Butler regarding presents. She also notes more room is needed at the Thrift Store and suggestions were container rental and expanding east end of building.

**OLD BUSINESS**

**NEW BUSINESS**

**A. Adopt Final Budget**

A motion was made by Director Lee, seconded by Director Appleby to approve the Final Budget. The roll call vote was Chair Mike Lee (yes), Director Holman (yes), Director Rogers (yes) and Director Appleby (yes). There were (4) Yes, (0) Noes, (1) Absent, Motion passed.

**BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS;**

Chief Butler discussed EPI Pens and the increased cost. He is checking on a generic version that is less costly and may be a viable alternative. Director Holman suggested Christmas gifts for the spouses/significant others of firefighters who are really part of the whole firefighting family. Bertha will mention this to the auxiliary.

**ACTION ITEMS REVIEW**

Old items were reviewed and discussed. New items will be forwarded to everyone via email.

**ADJOURN**

The meeting was adjourned by Chair Lee at 7:20 p.m.

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Michael Lee, Chair

\_\_\_\_\_ Date \_\_\_\_\_  
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**

**September 27, 2016**

**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, Lloyd Appleby and Mike Lee. Also present were Chief Butler and Lani Pessoa. Greg Holman was absent. There was one member of the public present.

**PUBLIC PARTICIPATION**

**APPROVAL OF MINUTES**

A motion was made by Director Lee, seconded by Director Rogers to approve the minutes for the August 23,, 2016 meeting. The roll call vote was Chair Lee (yes), Director Rogers (yes) and Director Appleby (yes). There were (3) Yes, (0) Noes, (1) Absent, Motion passed.

**CORRESPONDENCE RECEIVED**

(35-2016) – **John Norris** – Letter of Resignation

(36-2016 – **Arthur Craigmill** – Letter of qualifications and interest in becoming board member to fill recent vacancy on board.

(37-2016 – **Kim Hawthorne** – Letter of qualifications and interest in becoming board member to fill recent vacancy on board.

**FIRE CHIEF REPORT**

Chief Butler distributed the Incident Report.

**FINANCIAL REPORT**

Financial Reports for the month of August were reviewed. A motion was made by Appleby, seconded by Chair Lee to approve the financial report. The roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Lee (yes). There were (3) Yes, (0) Noes, (1) Absent, Motion passed. There were no budget adjustments.

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 Appleby to include the additional warrants for approval. The roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Lee (yes). There were (3) yes, (0) Noes, (1) Absent, Motion passed.

A motion was made by Director Rogers, seconded by Director Appleby to approve the following warrants:

#52-34449 in the amount of \$1,749.10 to Garner and CO, LLC for Engine Maintenance 6492,6461,6481 & 6483

#52-34450 in the amount of \$4,210.28 to Card Service Center for Radios and Oxygen Cascade System

#52-34837 in the amount of \$1,250.00 for JPA Annual Fee

#52-34838 in the amount of \$1,322.25 to Allstar Fire Equipment for Station Supplies

#52-34839 in the amount of 2,285.84 to FERM Hydraulics Inc. for Rescue Equipment

The roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Lee (yes). There were (3) Yes, (0) Noes, (1) Absent, Motion passed.

**AUXILIARY**

Bertha Rogers reports the auxiliary has added twelve shelving units which has taken care of the storage problem.

**OLD BUSINESS**

**NEW BUSINESS**

A. Discuss changing to Bi-Monthly for regular meetings

After discussing the board is in agreement there is no change necessary.

**NEW BUSINESS (CONTINUED)**

- B. Discuss purchasing Water Tender to replace old one

Chair Lee notes there may be money available from the county to help offset the price of a new Water Tender and he will contact Supervisor Fletcher regarding funds that may be available for the purchase. Chief Butler will provide Chair Lee with specifics for the type of tender needed which is estimated at \$400,000.00.

Having the Auxiliaries commitment to contribute and the potential for additional funds from the county the board is in agreement to go forward with this project.

- C. Appoint New Board Member (Review applications and select new replacement)

After discussing a motion was made by Director Appleby, seconded by Director Rogers to appoint Kim Hawthorne as Director. The roll call vote was Director Appleby (yes), Director Rogers (yes), Chair Lee (yes). There were (3) yes, (0) Noes, (1) Absent, Motion passed.

**BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS;**

Director Appleby notes the pond is empty at YES Academy and will speak with them as the water is for fire suppression. Director Rogers reported on the Fire Safety meeting. He notes the Chipping program has changed to allow them to go onto private roads. The Bio Mass Burner is on schedule Chief Butler reports there may be another fire station built off Marysville Rd for the Loma Rica/Browns Valley Area.

**ACTION ITEMS REVIEW**

Old items were reviewed and discussed. New items will be forwarded to everyone via email.

**ADJOURN**

The meeting was adjourned by Chair Lee at 7:20 p.m.

\_\_\_\_\_  
Michael Lee, Chair

\_\_\_\_\_ Date \_\_\_\_\_  
Lani Pessoa, Clerk of the Board

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

**October 25, 2016**

**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, Lloyd Appleby, Mike Lee and Greg Holman. Also present were Chief Butler and Lani Pessoa. Kim Hawthorne was absent. There was one member of the public present.

**PUBLIC PARTICIPATION**

**APPROVAL OF MINUTES**

A motion was made by Director Rogers, seconded by Director Appleby to approve the minutes for the September 27, 2016 meeting. The roll call vote was Chair Lee (yes), Director Rogers (yes), Director Appleby (yes) & Director Holman (abstain). There were (3) Yes, (0) Noes, (1) Abstain & (1) Absent, Motion passed.

**CORRESPONDENCE RECEIVED**

(38-2016) - **Charles Frank** – Letter requesting approval to go forward with trailer RV Park (Anderson Park)

(39-2016) – **GSRMA** – Notice of Vacancy on Board open to all fire districts for self nomination

**FIRE CHIEF REPORT**

Chief Butler distributed the Incident Report. He reports it was a slow month and Burn Permits are now available. He also reports the Internet service at the station is down quite often causing problems and Lani has experienced the same problems when meeting with our accountant. Director Holman has taken the action item to look into a possible change of service.

**FINANCIAL REPORT**

There were no Financial Reports for the month as Deborah was unavailable. There were no budget adjustments or warrants. Lani will make contact with Jensen & Smith regarding status of Audit.

**AUXILIARY**

Bertha reports Iva will be sending a check to pay for the remainder of the VFA Grant. She also notes their new mailing address is P O Box 574, Oregon House, CA 95962.

**OLD BUSINESS**

A. Update - Purchase of Water Tender

Chief Butler reports he and Don Ferguson are working on getting quotes and still expects the amount to be around \$400,000.00. He hopes to have them to present at the next meeting. Chair Lee reports he spoke to Randy Fletcher and will send a formal letter to him with specifications and reasons for request. He notes there are no promises that money will be available from the county.

**NEW BUSINESS**

A. Discuss and decide cancelling November meeting and Re-Schedule of December meeting due to the holidays and scheduling conflicts.

After discussing a motion was made by Director Appleby, seconded by Director Rogers to cancel the November meeting and change the date of the December meeting to December 6, 2016.

The roll call vote was Chair Lee (yes), Director Rogers (yes), Director Appleby (yes) & Director Holman (yes). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent, Motion passed.

**BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS;**

Director Appleby notes the school has cleaned and refilled the pond, but will not put water tanks in. He is concerned about the safety of the students so, Lloyd and Chair Lee will try to meet with Deborah Hoerner to discuss this issue.

**BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS; (Continued)**

Director Rogers reports flyers have been put out for the Chipping Program. Chair Lee will winterize the well pump for the Thrift Store.

**ACTION ITEMS REVIEW**

Old items were reviewed and discussed. New items will be forwarded to everyone via email.

**ADJOURN**

The meeting was adjourned by Chair Lee at 7:23 p.m.

\_\_\_\_\_  
Michael Lee, Chair

\_\_\_\_\_ Date \_\_\_\_\_  
Lani Pessoa, Clerk of the Board

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

**December 6, 2016**

**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 Chief Butler and Lani Pessoa. Kim Hawthorne & Lloyd Appleby were absent. There was one member of the public present.

**PUBLIC PARTICIPATION**

**APPROVAL OF MINUTES**

A motion was made by Chair Lee, seconded by Director Rogers to approve the minutes for the October 25, 2016 meeting. The roll call vote was Chair Lee (yes), Director Rogers (yes) & Director Holman (yes). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent, Motion passed.

**CORRESPONDENCE RECEIVED**

**(40-2016) – Yuba County Auditor – 2016-17 Estimated Property Taxes by District**

**FIRE CHIEF REPORT**

Chief Butler distributed the Incident Report. Chief Butler notes the county is establishing changes to requirements for Emergency Water systems for Fire Protection. This will apply to new builds regarding storage tanks (3,000 gallons) and distance to fire hydrants (not less than 50 ft. nor more than 1,000 feet). A letter of support from our district will be sent to the county. He also reported the (EMSA) Emergency Medical Service Authority is looking at new requirements for Medical Aid changes to the CA Code of Regulations. This would require reports be filed electronically for any medical call no matter how minor. There are objections due to the time that will be spent by firefighters having to get online to file reports, especially volunteer firefighters.

**FINANCIAL REPORT**

The financial reports up to October were submitted for review and approval. A motion was made by Director Holman, seconded by Director Rogers to approve the financial reports. The roll call vote was Chair Lee (yes), Director Rogers (yes) & Director Holman (yes). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent, Motion passed. There were no budget adjustments.

Invoices that require a warrant and were received after the posting of the agenda were submitted for approval. A motion was made by Chair Lee, seconded by Director Rogers to include the additional warrants for approval. The roll call vote was Chair Lee (yes), Director Rogers (yes) & Director Holman (yes). There were (3) yes, (0) Noes, (2) Absent, Motion passed.

A motion was made by Director Rogers, seconded by Director Holman to approve the following warrants:

#52-34840 in the amount of \$2,070.00 to EMSCES911 - Refresher Courses

#52-34841 in the amount of \$5,584.09 to L.N. Curtis & Sons – Hoses

#52-34842 in the amount of \$2,400.00 to Jensen Smith, CPA – 2014/2015 Audit

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

**AUXILIARY**

Bertha reports the auxiliary will give \$100,000 towards the purchase of a new Water tender.

**OLD BUSINESS**

**NEW BUSINESS**

**A. Update Water Tender (Review bids for approval)**

To be carried over to January Agenda

**NEW BUSINESS (CONTINUED)**

**B. Discuss and decide purchase of new computer to be used by Clerk of the Board**

The existing computer which contains all of the Districts files was purchased in 2008 uses Windows Vista and the disk is 99% full. After discussing a motion was made by Chair Lee, seconded by Director Rogers to approve the purchase of a new computer by the Clerk of the Board, the amount not to exceed \$1,500.00.

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

**C. Adopt Resolution 2016-08 Commendation Outstanding Service – Pete Hammontre**

Chair Lee called the roll and the vote was Chair Mike Lee (yes), Director Holman (yes) & Director Rogers There were (3) Yes, (0) Noes, (2) Absent, Resolution passed.

**D. Adopt Resolution 2016-09 Commendation Outstanding Service - John Norris**

Chair Lee called the roll and the vote was Chair Mike Lee (yes), Director Holman (yes) & Director Rogers There were (3) Yes, (0) Noes, (2) Absent, Resolution passed.

**BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS;**

Director Rogers gave an update on the JPA meeting.

**ACTION ITEMS REVIEW**

Old items were reviewed and discussed. New items will be forwarded to everyone via email.

**ADJOURN**

The meeting was adjourned by Chair Lee at 7:55 p.m.

\_\_\_\_\_  
Michael Lee, Chair

\_\_\_\_\_ Date \_\_\_\_\_  
Lani Pessoa, Clerk of the Board