

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

February 28, 2017

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, Lloyd Appleby, Greg Holman and Kim Hawthorne. Also present were Chief Butler and Lani Pessoa. There were three members of the public present.

PUBLIC PARTICIPATION

Charles Sharp Presentation – 9858 Frenchtown-Dobbins Rd. Fire Hydrant

Mr. Sharp spoke about an idea that had been presented in the past to install a fire hydrant on his property to be used solely for fire protection. The property is located at Frenchtown-Dobbins Road and the hydrant would be connected to existing water tanks at the base of the driveway. The tanks are fed from a small lake on his property and he estimates 60,000 gallons from rain and ditch water would be available. The road access is currently a single lane road and not large enough for 2 vehicles much less a wide vehicle and the District would be responsible for all costs involved in the installation of the hydrant.

Jennie Cavaliere – Rebuttal to Fire Hydrant

Ms. Cavaliere expressed concerns regarding the installation of the hydrant and reminded everyone that this project came before the board in 2011 and was rejected. She is concerned that a land split that Mr. Sharp has before the county for (7) five acre parcels and which requires a hydrant for approval may be the reasoning behind his request. She is further concerned that if the Fire Department pays for the installation does it set a precedent to pay for other land owners hydrants in the future.

Chief Butler – Notes additional water sources are always beneficial to the District and this could be a worthwhile project if the terms could be worked out.

Chair Lee - Informed Mr. Sharp the District currently does not have the funds available for this project, but is willing to look at it again. He opted to form an Ad Hoc Committee with Lloyd Appleby, Chief Mike Butler and Mike Lee.

APPROVAL OF MINUTES

A motion was made by Director Rogers, seconded by Director Appleby to approve the minutes for the January 24, 2017 meeting. The roll call vote was Chair Lee (yes), Director Rogers (yes), Director Appleby (yes), Director Hawthorne (yes) & Director Holman (abstain). There were (4) Yes, (0) Noes, (1) Abstain & (0) Absent, Motion passed.

CORRESPONDENCE RECEIVED

(02-2017) – GSRMA – Election ballot for Fire District Position on Board to be returned completed by April 21, 2017

(03-2017) – GSRMA – Notification of Ethics and Harassment training classes available

(04-2017 – Community Leasing Partners – Information on Lease Purchase Financing

FIRE CHIEF REPORT

Chief Butler distributed the Incident Report

Update on Water Tender Bids – Review and discuss bids for approval

Chief Butler presented (3) Bids

Pierce Manufacturing - \$387,704.00

Toyne - \$294,408.00

Mid West - \$275,642.00

The construction and capacity are the same for all three, but Toyne has a better chassis than MidWest and Chief Butler recommends using Toyne. Chair Lee noted the District does not have the funds available right now to approve the purchase and is still working on grants and other sources of funding for this project.

FINANCIAL REPORT

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

A motion was made by Director Rogers, seconded by Director Holman to approve the following warrant: #52-34846 in the amount of \$823.92 to Suburban Propane – Gas Delivery

The roll call vote was Chair Lee (yes), Director Rogers (yes), Director Appleby (yes), Director Hawthorne (yes) & Director Holman (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent, Motion passed. There were no budget adjustments.

Discuss and decide replacing CPA (Deborah Brooks) with a Bookkeeper to reconcile monthly financial report.

Lani reports after further discussion with Deborah the recommendation is to keep Deborah for the remainder of the year. In the meantime, she will show Lani how to enter income & mitigation fees from the county and how the reconciliation is done. Deborah feels that Lani can do the extra work as she already understands fund accounting and there would be no need to pay a Bookkeeper. If questions or problems arise, Deborah would charge on an as needed basis. The main concern from the board is the additional work load for Lani. After discussing the board agrees to keep Deborah for the remainder of the year and Lani will inform the board if the extra work becomes too much or she does not feel comfortable with the situation.

AUXILIARY

Director Rogers reminded the board of the Spaghetti Dinner on March 4th

OLD BUSINESS

NEW BUSINESS

A. Review 2014-2015 Audit

The Audit was reviewed.

B. Update on SRA Grants

Director Rogers has checked and there are no SRA Grants available now. He will also attend a class in April on Grants. Director Appleby reports he does have someone who is willing to work with us on writing grants when needed.

C. Appoint Ad hoc committee for Future Plans

Chair Lee appointed Director Appleby and Director Holman

D. Discuss and vote for Fire District Position on GSRMA Board

The ballot was completed and submitted by Chief Butler who is our representative for the District.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

Chair Lee has contacted Succeed to arrange a site survey and they are moving forward on this. Director Rogers notes the leak at the thrift store floor probably needs a French drain installed. There is also a leak in the corner between the eaves and wall. Chair Lee looked at the bid submitted for the roof work and thinks it is high. The board agrees better weather is needed before any real work can happen and they will continue to look at options for fixing leaks and various other work that needs to be done. Chair Lee reports Randy Fletcher told him funds are available for storm damage cleanup and repair and he filled out an application for the damage to 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 7:45 p.m.

Michael Lee, Chair

_____ Date _____
Lani Pessoa, Clerk of the Board