

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

January 24, 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 and Kim Hawthorne. Also present were Chief Butler and Lani Pessoa. Greg Holman was absent. There were two members of the public present.

PUBLIC PARTICIPATION

APPROVAL OF MINUTES

A motion was made by Director Rogers, seconded by Director Hawthorne to approve the minutes for the December 6, 2016 meeting. The roll call vote was Chair Lee (yes), Director Rogers (yes), Director Appleby (yes) & Director Hawthorne (yes). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent, Motion passed.

CORRESPONDENCE RECEIVED

(41-2016) – Jensen Smith CPA – Completed 2014-2015 Audit

(42--2016) – Yuba County OES – CD of Emergency Operations Plan approved 2015

(01-2017) - Yuba County Development – CUPA, Hazardous Materials annual billing and update certification forms

FIRE CHIEF REPORT

Chief Butler distributed the Incident Report. He reports the intermittent internet service at the station is still a problem. The last quote from Succeed was \$79.00 per month and Director Hawthorne took the action item to see if the price could be lowered or free. He also reports he has received more quotes for a new Water Tender which were considerably lower than the original guesstimate of \$400,000. The bids will be reviewed at the February meeting.

FINANCIAL REPORT

There were no financial reports submitted for review and approval. There were no budget adjustments.

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

#52-34843 in the amount of \$3892.12 to MasterCard – Medical supplies

#52-34844 in the amount of \$1,800.00 to Morgan Tree Service – Emergency Tree Service

#52-34845 in the amount of \$1,289.35 to Lani Pessoa – Reimbursement for New Computer

The roll call vote was Chair Lee (yes), Director Rogers (yes), Director Appleby (yes) & Director Hawthorne (yes).

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

Lani reports Deborah Brooks who is our CPA feels the accounting procedure is running smoothly and recommends using a Bookkeeper for the monthly reconciliation and reports to reduce costs. Deborah will continue to help with the annual audits. This subject will be added to the February Agenda.

AUXILIARY

Catherine reports the annual Spaghetti dinner is Saturday, March 4th and the hamburger for the sauce has been generously donated by Jennie Cavaliere of Oregon House Farms. She also reports there is a hole in the corner of the thrift store that needs repair and or caulking. The gutters are also being cleaned. Director Rogers submitted a bid from Rightway Construction for the repair job to Chair Lee.

OLD BUSINESS

NEW BUSINESS

A. Review 2014-2015 Audit

The Audit review has been moved to the February Agenda.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

Director Appleby reports he has received assurance by YESCA that the pond will be kept full for fire safety. Director Rogers gave an overview of the Fire Safe Council meeting and reports there may be SRA (State Response Area) grants available. He has taken the action item to follow up on the possibility of an SRA grant for the district. Director Appleby will also check with an individual who may be able to assist with writing the grant for us. Chief Butler reports an ex-board member has been spotted at the station taking pictures of the building.

ACTION ITEMS REVIEW

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

ELECTION OF NEW CHAIR AND VICE CHAIR

After discussing Chair Lee asked for nominations for Chair. A motion was made by Director Rogers to retain Chair Lee in this position. There being no further nominations Chair Lee called for a vote.

The roll call vote was Chair Lee (yes), Director Rogers (yes), Director Appleby (yes) & Director Hawthorne (yes). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Mike Lee is elected Chair.

A motion was made by Chair Lee to nominate Lloyd Appleby as Vice Chair. There being no further nominations Chair Lee called for a vote. The roll call vote was Chair Lee (yes), Director Rogers (yes), Director Appleby (yes) & Director Hawthorne (yes). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Lloyd Appleby is elected Vice Chair.

ADJOURN

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

Michael Lee, Chair

_____ Date _____
Lani Pessoa, Clerk of the Board