

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

February 2, 2021

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 Lani Pessoa. Also present were Jared Ware, Chief Butler and Gary Hawthorne. Bertha Rogers representing the Auxiliary was present along with two members of the public present. Greg Holman was absent.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

A motion was made by Director Rogers, seconded by Director Lee to approve the minutes for the October 27, 2020 meeting. The roll call vote was Director Rogers (yes), Director Ware (yes), Chair Lee (yes), Director Pessoa (yes) and Greg Holman (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(36-2020) – Yuba County Clerk/Recorder – Notification of appointment for Directors 4-year term

(01-2021) – Yuba County Environmental Health – Hazardous Material Update and Certification billing

(02-2021) – CA Department of Tax and Fee Administration – Extension of Senate Bill 38 noting qualified all-volunteer fire departments are not required to have seller's permits or file sales and use tax returns to report sales of merchandise when profits are used to further the departments purposes through January 1, 2026.

(03-2021) – Mike Hatherly – Question on donations to fire department & auxiliary- are they tax deductible?

FIRE CHIEF REPORT

Chief Butler distributed the Incident Reports and showed a copy of the new reporting format. He reports there will be a class for EMT's that will allow them to inject epinephrine instead of relying on EPI Pens. They will also be trained to give the Covid-19 vaccinations. He has arranged for the board to be issued Yuba County OES emergency worker ID and needs passport photo via JPEG to send to county.

A. Discuss and Decide - Revised Constitution/Bylaws and Substance Abuse policy for Fire Department.

After reviewing the revised policies, the board accepts them as presented.

FINANCIAL REPORT

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

Budget Adjustments – None

Approve Warrants

#52-038733 in the amount of \$2,829.22 to Life Assist – Medical Supplies

#52-038735 in the amount of \$3,280.00 to EMSCE911 - Training

#52-038736 in the amount of \$3,280.00 to EMSCE911 - Training - To replace warrant #52-038735 which was lost and voided by county.

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

AUXILIARY

Bertha reports the thrift store is now closed Monday & Tuesday due to lack of volunteer help. The Spaghetti Dinner has been canceled. The gutters overflowing has become an issue again and they have decided to leave gutters over the door entrance and take the rest down.

OLD BUSINESS

None

NEW BUSINESS

A. Discuss and decide – Does the department want to require that all EMT's, fire fighters and first responders get the Covid-19 vaccine or do we allow them to opt out and include waiver of liability clause.

After discussing the board will defer to the Chief as this subject is within his purview.

B. Discuss and decide on Bids for Asphalt Repair - Repair and repave failed asphalt area between thrift store and fire station.

The bids were submitted, and a motion was made by Director Lee, seconded by Director Rogers to accept the bid from Eschelman Construction. The roll call vote was Director Rogers (yes), Director Ware (yes), Chair Lee (yes), Director Pessoa (yes) and Greg Holman (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion Passed.

C. Approve Destruction of Records Request from Clerk of the Board

The letter of request was distributed, and a motion was made by Chair Lee, seconded by Director Rogers to approve the request. The roll call vote was Director Rogers (yes), Director Ware (yes), Chair Lee (yes), Director Pessoa (yes) and Greg Holman (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

D. Election of new Chair and Vice Chair

This was put on the agenda in error. Elections will be scheduled for next year to align with new county/state elections in even numbered years.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS

Director Rogers – Next JPA meeting is March 31st at Smartsville. **Chief Butler** – Notes the tree out back by the Gazebo is in danger of falling and needs to be removed. He will put feelers out for this. Director Ware recommends Big T's Trees. The monitor in the meeting room no longer works and he will replace it. He is also looking at pricing for a storage container that will be used as a Training Building. **Chair Lee** – Gave an update on Director Holman who contracted Covid-19 and is doing much better. **Director Pessoa** – Distributed reminders to update Ethics Training and complete Harassment Training classes. She also distributed the Yearly Agenda.

ACTION ITEMS REVIEW

Old items were reviewed and discussed. Latest items will be forwarded via email.

ADJOURN

The meeting was adjourned by Chair Lee at 7:50 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

March 16, 2021

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 Lani Pessoa. Also present were Jared Ware, and Gary Hawthorne. Bertha Rogers representing the Auxiliary was also present. Greg Holman and Chief Butler were absent.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

A motion was made by Chair Lee, seconded by Director Rogers to approve the minutes for the February 2, 2021 meeting. The roll call vote was Director Rogers (yes), Director Ware (yes), Chair Lee (yes), Director Pessoa (yes) and Greg Holman (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(05-2021) - Yuba County Planning Department – Request preliminary comments for Charles Sharp property APN 060-230-024-000 reduce number of lots from 8 to 4 on 84.53-acre property.

(06-2021) – Risk Strategies Company – Request to quote insurance coverage for our fire district.

(07-2021) – CA State Controller – Request 2020 Government Compensation in CA (GCC) report due April 30, 2021

(08-2021) – James Eligh Smits – Request for setback of 25 ft. vs 30 ft. on 9686 Yuba Ranch Way

FIRE CHIEF REPORT

None

FINANCIAL REPORT

The financial reports were submitted by Gary. He reports payment to Suburban Propane has been put on automatic deduction from checking account. A motion was made by Director Pessoa, seconded by Director Rogers to approve the financial reports as submitted. The roll call vote was Director Rogers (yes), Director Ware (yes), Chair Lee (yes), Director Pessoa (yes) and Greg Holman (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

Budget Adjustments – None

Approve Warrants - None

AUXILIARY

Bertha reports they want to have a barbeque in June for the volunteers if possible and the monthly meetings have been changed from Tuesday to Wednesday starting April 21st. The gutter problem remains as they found out the gutters cannot be removed. Director Pessoa has offered extra leaf filters left over from a previous installation at her home that may work for the building. Bertha will find out if they will fit the existing gutters.

OLD BUSINESS

None

NEW BUSINESS

A. Assign Committee Members – This subject will be carried over to the April meeting.

B. Appoint Ad hoc Committee for Future Plans - This subject will be carried over to the April meeting.

C. Appoint Ad hoc Committee for Budget – This subject will be carried over to the April meeting.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

Director Rogers – Walsh Mountain wants to terminate the lease for the repeater site, but the neighboring property is interested in obtaining the lease. **Director Pessoa** – Will take the Action Item to get insurance quote from Risk Strategies for our district. **Director Ware** – Reports Chief Butler has already checked out the request for setback at Yuba Ranch Way for James Eligh Smits and recommends giving the ok to the county.

ACTION ITEMS REVIEW

Old items were reviewed and discussed. Latest items will be forwarded via email.

ADJOURN

The meeting was adjourned by Chair Lee at 7:10 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 27, 2021

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 Jared Ware, and Gary Hawthorne. Bertha Rogers representing the Auxiliary was also present. Chief Butler and two firefighters were present and Lani Pessoa was absent.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

A motion was made by Chair Lee, seconded by Director Ware to approve the minutes for the March 16, 2021 meeting. The roll call vote was Director Rogers (yes), Director Ware (yes), Chair Lee (yes), Director Holman (yes) and Director Pessoa (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(09-2021) – Michael Hatherly – Public Record Request for 2021 Substance Abuse Policy & By-Laws Revision for Fire Department

(10-2021) – Cal Fire – Nevada-Yuba-Placer 2021 Operating Plan Assistance and Assistance by Hire Agreement

(11-2021) – GSRMA - 2021-2022 Estimated Contribution/Final Contribution True-up

FIRE CHIEF REPORT

Chief Butler distributed the Incident Report in its new format. He also reports that engine #6471 while in route to have the brakes fixed caught on fire. He has started a claim with our insurance carrier, and it will cost \$7,000.00 to fix. It is not worth putting the money into it and his suggestion is to retire this engine. Engine #6481 also needed a brake job and alignment and engine #6462 is in the process of getting brakes repaired.

Tree removal at station cost \$1,400.00 and needs to be reimbursed.

FINANCIAL REPORT

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

Budget Adjustments – None

Warrants requiring approval after the posting of the agenda were submitted for approval. A motion was made by Chair Lee, seconded by Director Ware to include the additional warrants for approval.

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

Approve Warrants

52-039891 in the amount of \$4,500.00 to DOHFPD – Replenish bank account.

#52-039892 in the amount of \$1,256.14 to Harvey & Songer – Brakes & alignment Engine 6481

#52-039893 in the amount of \$6,500.00 to DOHFPD – Replenish bank account.

#52-039894 in the amount of \$10,000.00 – Replenish bank account.

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

AUXILIARY

Bertha reports Chris is installing the gutter guards and a big thank you to Director Holman for weed eating the grass. The appreciation dinner will be a barbeque June 15th at 6:00 pm behind the firehouse.

OLD BUSINESS

None

NEW BUSINESS

A. Assign Committee Members

Chair Lee distributed the 2021-2022 Committee Members list to each Director.

B. Appoint Ad hoc Committee for Future Plans

Chair Lee appointed Director Holman and Director Ware for this committee.

C. Appoint Ad hoc Committee for Budget

Chair Lee appointed Director Holman and Director Ware for this committee.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

Director Rogers – The next JPA meeting is June 30th at 7:00 pm in Camptonville. **Chief Butler** – Money needs to be allocated for purchasing New Wild Land Gear which is very much needed.

ACTION ITEMS REVIEW

Old items were reviewed and discussed. Latest items will be forwarded via email.

ADJOURN

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

Respectfully Submitted:

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

May 25, 2021

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 Jared Ware, Lani Pessoa, Chief Butler and Gary Hawthorne. Bertha Rogers representing the Auxiliary and four members of the public were present.

PUBLIC PARTICIPATION

Charles Sharp asked DOHFPD to support the Mutual Aid offer from South Feather to repair the Forbestown Ditch.

APPROVAL OF MINUTES

A motion was made by Chair Lee, seconded by Director Ware to approve the minutes for the April 27, 2021, meeting. The roll call vote was Director Rogers (yes), Director Ware (yes), Chair Lee (yes), Director Holman (yes) and Director Pessoa (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(12-2021) – GSRMA – Payment for insurance claim in the amount of \$1,250.00

(13-2021) – Charles Sharp – Mutual Aid offer from South Feather.

(14-2021) – Yuba County Planning Department – Draft of Public Health and Safety Element for General Plan

FIRE CHIEF REPORT

Chief Butler distributed the Incident Report. Wildland Gear which is very much needed will cost around \$9,000.00. Five thousand dollars has been approved on last year's budget and the Chief will go forward with placing an initial order for that amount. The additional gear will be purchased later. Bertha will ask the Auxiliary to approve funding for Wildland Gear in the amount of \$10,000.00. He has signed the asphalt repair contract and Escherman will be starting asap.

A. Discuss and decide status of Chiefs' Truck and review contract between Fire Department and Collins Lake

Chief Butler proposes using the truck he currently has at Collins Lake for both his position at the lake and as Chief of the fire district. It is a newer truck in better shape that will allow him to respond faster to emergency calls as he would not have to change from one vehicle to the other. Our insurance carrier will allow double coverage providing there is a contract stating use of truck. Collins Lake has offered to lease the vehicle to the district for \$1.00 and the current Ford F150 can be sold. He will put together a contract and this will be put on June agenda for approval.

B. Discuss and decide plumber & electrician to install new washer and dryer at Thrift Store. (Fire Station)

This was corrected to say fire station instead of thrift store. Chief Butler has submitted a grant request for this purchase and after discussing Chair Lee will check on weight and plumbing requirements for possible upstairs installation.

C. Report on Engine #6471 being sold.

Engine #6471 has been sold to John Behrend Custom Logging for \$5,000.00.

FINANCIAL REPORT

The financial reports were submitted by Gary. A motion was made by Chair Lee, seconded by Director Ware to approve the financial reports as submitted. The roll call vote was Director Rogers (yes), Director Ware (yes), Chair Lee (yes), Director Holman (yes) and Director Pessoa (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.
Budget Adjustments – None

Warrants requiring approval after the posting of the agenda were submitted for approval. A motion was made by Chair Lee, seconded by Director Pessoa to include the additional warrants for approval. The roll call vote was Director Rogers (yes), Director Ware (yes), Chair Lee (yes), Director Holman (yes) and Director Pessoa (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

Approve Warrants

#52-039895 in the amount of \$11,002.27 to ALLSTAR Fire Equipment – Fire Truck Equipment - VOID

#52-039896 in the amount of \$11,002.27 to ALLSTAR Fire Equipment – Fire Truck Equipment

#52-039897 in the amount of \$3, 557.80 to Care Service Center

A motion was made by Chair Lee, seconded by Director Ware to VOID warrant #52-039895 which has been rewritten and approve the warrants as submitted. The roll call vote was Director Rogers (yes), Director Ware (yes), Chair Lee (yes), Director Holman (yes) and Director Pessoa (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

AUXILIARY

Bertha thanked Director Pessoa for donating gutter guards at thrift store. The appreciation dinner will be a barbeque June 15th at 6:00 pm behind the firehouse. Director Holman has graciously offered to pay for the purchase of food items for the barbeque.

OLD BUSINESS

None

NEW BUSINESS

A. Review Preliminary Budget - This subject will be carried over to the June meeting.

B. Review Future Plans - This subject will be carried over to the June meeting.

C. Appoint Ad hoc Assessment Fees Committee

Chair Lee appointed himself for this committee.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

Director Rogers – JPA meeting is June 30th at Camptonville. **Chair Lee** – Reports there are complications with Fire Tower Watch and these issues may need attention in the future.

ACTION ITEMS REVIEW

Old items were reviewed and discussed. Latest items will be forwarded via email.

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 of the Emergency Meeting**

June 5, 2021

CALL TO ORDER

The emergency meeting of the Board of Directors was called to order by Chair Lee at 4:00 p.m.

QUORUM

With a quorum being present as follows: Bill Rogers, Mike Lee, Greg Holman, and Lani Pessoa. Chief Mike Butler was also in attendance with Bertha Rogers and Laurie Pringle who were representing the Auxiliary.

AGENDA ADOPTION

A motion was made by Chair Lee, seconded by Director Rogers to adopt the Emergency Board Meeting Agenda as presented. The roll call vote was Director Rogers (yes), Chair Lee (yes), Director Holman (yes) and Director Pessoa (yes). There were (4) Yes, (0) Noes, (0) Abstain. Motion passed.

DISCUSSION/ACTION TOPICS

A. A motion was made by Chair Lee, seconded by Director Rogers, that an emergency exists in accordance with Government Code 54956.5, as determined by a majority of the members of the Board of Directors. An emergency is defined as a “work stoppage, crippling activity, or other activity that severely impairs public health, safety, or both”. The roll call vote was Director Rogers (yes), Chair Lee (yes), Director Holman (yes) and Director Pessoa (yes). There were (4) Yes, (0) Noes, (0) Abstain. Motion passed.

B. A motion was made by Chair Lee, seconded by Director Rogers, to approve the revised quote from Eschelman and immediately start fixing the existing driveway which is in danger of collapsing due to a hole that is pumping water up from underneath the ground and has spiderwebbed all the way across to the opposite side. The roll call vote was Director Rogers (yes), Chair Lee (yes), Director Holman (yes) and Director Pessoa (yes). There were (4) Yes, (0) Noes, (0) Abstain. Motion passed.

ADJOURN

The meeting was adjourned by Chair Lee at 4:15 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 22, 2021

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 Jared Ware, Lani Pessoa, and Gary Hawthorne. Bertha Rogers was representing the Auxiliary and Art Craigmill was representing the fire department. Chief Butler was absent.

PUBLIC PARTICIPATION

None.

APPROVAL OF MINUTES

A motion was made by Chair Lee, seconded by Director Holman to approve the minutes for the May 25, 2021, regular meeting and the June 5, 2021, emergency meeting. The roll call vote was Director Rogers (yes), Director Ware (yes), Chair Lee (yes), Director Holman (yes) and Director Pessoa (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(16-2021) – Yuba County Auditor – Request for 2021-2022 Authorized Signature form due August 2, 2021
(17-2021) – Yuba County Auditor – Request for 2021-2022 Schedule 13 Proposed Budget due August 2, 2021
(18-2021) – Michael Hatherly – CPRR request for Resolution 2013-10
(19-2021) – Charles Sharp – PR request documents for of appointment of Gary Hawthorne as bookkeeper.
(20-2021) – Charles Sharp – PR request for additional information pertaining to Gary Hawthorne.

FIRE CHIEF REPORT

Chief Butler left copies of the Incident Report for review.

A. Discuss and decide allowing dual usage of truck provided by Collins Lake as the Emergency Vehicle for Fire Chief and approve contract between Fire Department and Collins Lake.

Due to the Chiefs absence this subject will be carried over to the July meeting. Art Craigmill suggested keeping the Ford F150 which is the current emergency vehicle and using it as a utility vehicle for the officers rather than selling it. Each officer would be assigned duty shifts which would cut down on response time as they would be responding directly from their homes. This subject will be added to the July meeting for a vote.

FINANCIAL REPORT

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

Budget Adjustments – None

Approve Warrants - #52-03989 in the amount of \$21,296.00 to GSRMA – Annual Insurance Premium

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

Gary Hawthorne notes we may be able to reduce the AT&T monthly charges substantially by changing the current plan rates. He will continue to work with AT&T to see if this will work for our situation.

AUXILIARY

Bertha reports they have voted to approve \$10,000.00 toward the purchase of wildland gear. The Appreciation Dinner has been scheduled for December 9th and Tri Tip will be served. They are also asking for suggestions for gifts to firefighters.

OLD BUSINESS

None

NEW BUSINESS

A. Review Preliminary Budget - This subject will be carried over to the July meeting.

B. Review Future Plans – The Future Plans were reviewed and will be voted on at the next meeting.

C. Proposed Adoption of Benefit Assessment Unit & Special Tax

The hearing opened at 7:08 pm. The board agreed to adopt the Benefit Assessment Unit & Special Tax. The hearing closed at 7:11 pm.

D. Proposed Adoption of Appropriation Gann Limit

The hearing opened at 7:12 pm. The board agreed to adopt the Appropriation (GANN Limit). The hearing closed at 7:15 pm.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

Director Rogers – JPA meeting is June 30th at Camptonville. Fire Safe Council event at Community Center was a great success with many people attending. **Chair Lee** – Discussed scheduling a time to take pictures for OES ID badges.

ACTION ITEMS REVIEW

Old items were reviewed and discussed. Latest items will be forwarded via email.

ADJOURN

The meeting was adjourned by Chair Lee at 7:26 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 27, 2021

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 Jared Ware, Chief Butler and Gary Hawthorne. Bertha Rogers was representing the Auxiliary and four members of the public were present. Lani Pessoa was absent.

PUBLIC PARTICIPATION

None.

APPROVAL OF MINUTES

A motion was made by Chair Lee, seconded by Director Rogers to approve the minutes for the June 22, 2021, regular meeting. The roll call vote was Director Rogers (yes), Director Ware (yes), Chair Lee (yes), Director Holman (yes) and Director Pessoa (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(21-2021) – Yuba Fire Safe Council – Donation check from proceeds of No Spark trailer chain covers

FIRE CHIEF REPORT

A. Incident Report - Chief Butler distributed the Incident Report for review.

B. Pay quarterly and Annual Crew Fund - \$2500.00 – Quarterly payment list has not been completed yet. Chief will forward to Gary when complete.

C. Discuss and decide allowing dual usage of truck provided by Collins Lake as the Emergency Vehicle for Fire Chief and approve contract between Fire Department and Collins Lake.

The board agrees to move forward with dual usage of truck as emergency vehicle. Waiting for approval from Insurance Carrier on draft copy of lease submitted. To be voted on at August meeting.

D. Discuss and decide use of Ford F150 as Utility Vehicle - This will be tabled while waiting for approval of lease for emergency vehicle.

Chief Butler reports we have received a \$12,500 grant payment from CSFA to replace Jaws equipment. He will apply for the Bill Shaw Grant to cover the cost of additional equipment estimated at \$7,000.00 which is a Jaws-Spreader Combi that is battery operated and saves time during rescue. He is asking to purchase the equipment even if the grant is not funded. This will be put on August Agenda for a vote. Yuba County Water Agency did approve the \$10,000.00 grant towards the purchase of washer and dryer at station.

FINANCIAL REPORT

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

Budget Adjustments – None

A warrant requiring approval after the posting of the agenda was submitted for approval. A motion was made by Chair Lee, seconded by Director Rogers to include the additional warrant for approval. The roll call vote was Director Rogers (yes), Director Ware (yes), Chair Lee (yes), Director Holman (yes) and Director Pessoa (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

Approve Warrant

Warrant #52-039899 in the amount of \$2,000.00 to JPA – Annual Dues

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

AUXILIARY

Bertha reports the auxiliary has approved a contribution of \$70,000.00 towards the expense of fixing the driveway and the purchase of wildland gear.

OLD BUSINESS

None

NEW BUSINESS

A. Adopt Future Plans Resolution 2021-01

Chair Lee called the roll, and the call vote was Director Rogers (yes), Director Ware (yes), Director Holman (yes), Chair Lee (yes) and Director Pessoa (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

B. Adopt Resolution 2021-02 Benefit Assessment Unit & Special Tax

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

C. Adopt Resolution 2021-03 Establishing Appropriations Limit

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

D. Review and Adopt Preliminary Budget

After reviewing a motion was made by Director Lee, seconded by Director Ware to adopt the Preliminary Budget. The roll call vote was Director Rogers (yes), Director Ware (yes), Director Holman (yes), Chair Lee (yes) and Director Pessoa (absent). There were (4) Yes, (0) Noes, (0) Abstain & (1) Absent. Motion passed.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

Director Rogers – JPA meeting was June 30th at Camptonville, and they re-elected the Secretary and President. The next meeting will be September 29th at our fire station. JPA & Fire Safe Council minutes will now be sent to the board members via email. **Chair Lee** – It is time to replace the lights outside of the station. He and Jared will schedule a time to get this done.

ACTION ITEMS REVIEW

Old items were reviewed and discussed. Latest items will be forwarded via email.

ADJOURN

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

Respectfully Submitted:

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

August 24, 2021

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 Jared Ware, Lani Pessoa, and Chief Butler. Bertha Rogers was representing the Auxiliary and six members of the public were present. Gary Hawthorne was absent.

PUBLIC PARTICIPATION

Members of the public thanked the fire department for their quick response to the Glen Fire and expressed concern regarding the lack of water in the Ditch. Charles Sharp notes Yuba Water Agency is working on a plan to keep Collins Lake full. He submitted a copy of a proposal to NYWD from a consulting firm to be added to our correspondence list.

APPROVAL OF MINUTES

A motion was made by Director Ware, seconded by Director Rogers to approve the minutes for the July 27, 2021, regular meeting. The roll call vote was Director Rogers (yes), Director Ware (yes), Chair Lee (yes), Director Holman (yes) and Director Pessoa (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(22-2021) – Alliant/GSRMA – Certificate of Coverage DOHFPD 7/1/2021 – 7/1/2022

(23-2021) – Alliant/GSRMA – Certificate of Coverage Fellowship of Friends 7/1/2021 – 7/1/2022

(24-2021) – Yuba County Auditor – Request to adopt appropriation limitation per their calculation by resolution

FIRE CHIEF REPORT

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

B. Approve Lease Agreement for use of truck provided by Collins Lake as the Emergency Vehicle for Fire Chief

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

C. Discuss and decide on purchase of Jaws Combi equipment estimated at \$7,000.00

After discussing a motion was made by Chair Lee, seconded by Director Ware to approve the purchase of RAM Jaws Combi. The roll call vote was Director Rogers (yes), Director Ware (yes), Chair Lee (yes), Director Holman (yes) and Director Pessoa (yes). There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

FINANCIAL REPORT

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

Budget Adjustments – None

Approve Warrants

#52-039900 in the amount of \$53,040.50 to Eschelman Construction – Fix and pave parking lot

#52-039901 in the amount of \$4,500.07 to Neil's Tire and Wheel – Engine 6492 new tires

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

AUXILIARY

Nothing new to report. Chair Lee thanked the auxiliary for their contribution towards fixing the driveway.

OLD BUSINESS

None

NEW BUSINESS

A. Discuss and decide using Appropriations Limit as determined by Yuba County Auditor

After discussing a motion was made by Chair Lee, seconded by Director Pessoa to use the appropriations limit as determined by Yuba County Auditor. The roll call vote was Director Rogers (yes), Director Ware (yes), Chair Lee (yes), Director Holman (no) and Director Pessoa (yes). There were (4) Yes, (1) Noes, (0) Abstain & (0) Absent. Motion passed.

B. Adopt Resolution 2021-04 Establishing Appropriations Limit

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

C. Adopt Resolution 2021-05 Authorizing Signature for Lease Agreement (DOHFPD & COLLINS LAKE)

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

D. Adopt Resolution 2021-06 Final Budget

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

E. Update on exemption paperwork for new water tender

Director Holman will make inquiries to find out what is the holdup on this.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

Director Rogers – JPA meeting will be September 29th at our fire station. Fire Safe Council will meet September 8th.

Director Pessoa – Discussed the need for the position of Chair to have a reliable computer to communicate with the county, state, and board members regarding fire district business. The purchase of a computer for position of Chair will be put on the September Agenda for a vote. SAM registration has a few issues this year and is in the renewal process. The expiration date for SAM is September 11th.

ACTION ITEMS REVIEW

Old items were reviewed and discussed. Latest items will be forwarded via email.

ADJOURN

The meeting was adjourned by Chair Lee at 7:20 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 28, 2021

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: Bill Rogers, Lani Pessoa, and Greg Holman. Also, present were Chief Butler, Gary Hawthorne, Art Craigmill and Bertha Rogers who was representing the Auxiliary. Mike Lee and Jared Ware were absent.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

A motion was made by Director Rogers, seconded by Director Pessoa to approve the minutes for the August 24, 2021, regular meeting. The roll call vote was Director Rogers (yes), Director Holman (yes), Director Pessoa (yes), Director Ware (absent) and Chair Lee (absent). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

CORRESPONDENCE RECEIVED

(26-2021) – CalPERS – Annual Information Request

(27-2021) – SAM – Notification of renewal good thru 8-16-2022

(28-2021) – Sutter Middle School – Thank you from Leadership Class of 2021-2022 for heroic work.

(29-2021) – Lake Francis Resort – Request for education presentations or fire ecology lesson plans for k-3rd grade.

(30-2021) – Charles Sharp – Copy of proposal for engineering service to NYWD from Provost & Pritchard Consulting Group

FIRE CHIEF REPORT

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

Chief Butler reports he has information regarding how Measure K Tax funds will be distributed which requires action by the board before our next meeting. A motion was made by Director Pessoa, seconded by Director Rogers that there is a need to take immediate action on an item that came to the attention of the board after the agenda being posted and to add Discuss and Decide Measure K Tax funds distribution to fire departments. The roll call vote was Director Rogers (yes), Director Holman (yes), Director Pessoa (yes), Director Ware (absent) and Chair Lee (absent). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

B. Discuss and Decide Measure K Tax funds distribution to fire departments

The Yuba County Board of Supervisors will be approving the amounts they will be distributing by percentage to local fire departments. Local Fire Chiefs agree the amount is inadequate and want it increased. They are requesting a member of each board speak to their local representative before the next county board meeting. A motion was made by Director Pessoa, seconded by Director Rogers to have a board member speak to our representative Randy Fletcher. The roll call vote was Director Rogers (yes), Director Holman (yes), Director Pessoa (yes), Director Ware (absent) and Chair Lee (absent). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

FINANCIAL REPORT

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

Budget Adjustments – None

Approve Warrants

#52-039902 in the amount of \$11,503.88 to Bauer Compressors – Wildland Gear

#52-039904 in the amount of \$8,064.63 to L.N Curtis & Sons – Jaws of Life Tool

A motion was made by Director Pessoa, seconded by Director Rogers to change #52-039902 to be coded as Wildland Gear and approve the warrants submitted. The roll call vote was Director Rogers (yes), Director Holman (yes), Director Pessoa (yes), Director Ware (absent) and Chair Lee (absent). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

AUXILIARY

Bertha reports they have a new treasurer and discussed the need to purchase a computer for this position. The board agrees that certain ordinary equipment is necessary for volunteers to get the job done and will add purchase of computer to the next agenda. She is also requesting motion detector lights be installed at thrift store to avoid potential vandalism at night.

OLD BUSINESS

None

NEW BUSINESS

A. Discuss and decide purchase of computer for position of Chair

After discussing a motion was made by Director Pessoa, seconded by Director Rogers to authorize Chair Lee to purchase a new computer. The roll call vote was Director Rogers (yes), Director Holman (yes), Director Pessoa (yes), Director Ware (absent) and Chair Lee (absent). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

B. Adopt Resolution 50-039902 Approving Department of Forestry and Fire Protection Agreement #7GF21033

Grant Agreement application for funding in the amount of \$8,630.78

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

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

Director Rogers – JPA meeting will be September 29th at our fire station. **Director Pessoa** – SAM registration has been renewed without further complication. **Chief Butler** – A Pandemic Grant was approved and several cases of vinyl gloves, hand sanitizer and face masks will arrive shortly. They will be shared with other fire departments.

ACTION ITEMS REVIEW

Old items were reviewed and discussed. Latest items will be forwarded via email.

ADJOURN

The meeting was adjourned by Vice Chair Holman 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

October 26, 2021

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, Jared Ware, and Mike Lee. Also, present were Chief Butler, Gary Hawthorne, and Art Craigmill. Bill Rogers and Greg Holman were absent. There were three members of the public present.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

The September minutes will be approved at the December meeting.

CORRESPONDENCE RECEIVED

(31-2021) – Yuba County Planning Department – Request for comments Sharp Outdoor Event Center (APN 060-230-024) due November 5, 2021

FIRE CHIEF REPORT

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

The Chief reported on the recent burglary at the Merriam Road station which amounts to \$20,000.00 in theft and damage. Our insurance carrier has split the process into three claims being truck, building and equipment. Through firefighter Greg Stensler an alarm system is being installed and the labor and equipment will be donated by the company his father works for. We may also get 6 months monitoring service for free.

The hot water heater went out at the station and a new one has been purchased at cost.

B. Pay Crew Fund 3rd quarter – The amounts will be forwarded to Gary for processing.

C. Discuss and decide status of Chiefs' 2010 Ford Truck – Keep or sell

No final decision yet, the truck will used as a utility vehicle for a trial period of 3-6 months.

FINANCIAL REPORT

Gary Hawthorne reports our credit card was hacked. The card has been canceled; a new card has already been issued and a fraud report has been completed. 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 (yes), Chair Lee (yes), Director Holman (absent) and Director Ware (absent). There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

Budget Adjustments – None

Approve Warrants - None

AUXILIARY

Chief Butler reports the Firefighter Appreciation Dinner is December 9th at 6:00 pm.

OLD BUSINESS

None

NEW BUSINESS

A. Discuss and decide purchase of computer for Auxiliary

This has already been taken care of.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

Director Pessoa – Will respond to planning department regarding Sharp Outdoor Event Center. Reminder there is no meeting in November and the December meeting will be December 14, 2021. **Chief Butler** – Will be absent for the December meeting.

ADJOURN

The meeting was adjourned by Chair Lee at 7:05 p.m.

Respectfully Submitted:

Lani Pessoa, Clerk of the Board