

DOBBINS/OREGON HOUSE FIRE PROTECTION DISTRICT

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

Minutes of Regular Meeting

May 28, 2024

CALL TO ORDER

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

QUORUM

The Dobbins/Oregon House Fire Protection District Board of Directors met for their regular meeting on the date above with a quorum being present as follows: Charles Sharp, Lani Pessoa, Justin DeVorss, Greg Holman, and Chief Mike Butler. Clerk Peter Pillsbury, also serving as Director, was present. Bookkeeper Lorrie Million was also present. There were six members of the public present.

PUBLIC PARTICIPATION

Charles Sharp, commenting as a member of the public, mentioned that he has been appointed to the Yuba County Rural Conservation District Board.

APPROVAL OF MINUTES

A motion was made by Director DeVorss and seconded by Director Holman to approve the minutes for the April 23, 2024, regular meeting. The roll call vote was:

Director Sharp (yes)

Director DeVorss (yes)

Director Pillsbury (yes)

Chair Pessoa (yes)

Vice Chair Holman (yes)

There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

CORRESPONDENCE RECEIVED

- (18-2024) Secretary of State Correction Request
- (19-2024) CUP-24-0003 Conditional Use Permit for Richards Ranch
- (20-2024) PRA (Public Records Act) request from Charles Sharp
- (21-2024) County of Yuba November 2024 General District Elections
- (22-2024) Lake Francis Resort Camp Rockin' U
- (23-2024) Auditor-Controller Activity Report

FIRE CHIEF REPORT

Incident Report – Chief Butler distributed the Incident Report. The Chief briefly described the 40 incidents from this month.

FINANCIAL REPORT

Financial Reports – Bookkeeper Million asked about CUPA paperwork. Chair Pessoa discussed process, categories in developing updates to chart of account. Quickbooks entries need to be completed in preparation for fiscal close in June.

Budget Adjustments – None

Warrants –

#52-043563 in the amount of \$9,212.18 to L.N. Curtis and Sons – Man and Machine kit, Air bags

#52-043564 in the amount of \$1,500.00 to Foothill Fire Protection – ½ cost of active shooter class – Measure K Funds

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

Director Sharp (yes)
Director DeVorss (yes)
Director Pillsbury (yes)
Chair Pessoa (yes)
Vice Chair Holman (yes)

There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

COMMITTEE REPORTS

Discussed committees and director task organization.

DIRECTOR TASK STATUS REPORTS

Grants, ongoing discussions with Chief Butler and Department staff, waiting on possibilities.

AUXILIARY

Rissa was not present. Chair Pessoa discussed paint color request of Sage green and darker trim for Thrift Store. Not ready yet with final ideas for new sign.

OLD BUSINESS

A) Adopt Preliminary Budget

Changes made as discussed at previous meeting.

A motion was made by Chair Pessoa and seconded by Director Holman to adopt preliminary budget. The roll call vote was:

Director Sharp (yes)
Director DeVorss (yes)
Director Pillsbury (yes)
Chair Pessoa (yes)
Vice Chair Holman (yes)

There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

B) Review Bylaws, discuss any proposed changes

Updates included from Director suggestions. Will continue next meeting.

C) Consideration to move forward with a public relations outreach program. Option to approve.

Clerk Pillsbury discussed Dobbins - Oregon House Fire Protection District vs. Dobbins – Oregon House Fire Department organization and clarified management authority and how public information is managed by each entity. The Chief of the Fire Department is solely responsible for dissemination of information about Fire Department activities. The Board of Directors is solely responsible for dissemination of information about Fire Protection District activities.

Motion was made by Director Pillsbury to table further conversation on public relations outreach program for Dobbins – Oregon House Fire Protection District for one year. Motion dies for lack of second.

NEW BUSINESS

A) Discuss bids for purchase of new Type 6 engine. Option to approve

Now looking at Type 3. Approximately \$350k. Continue next meeting.

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

Continue next meeting.

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

Continue next meeting.

D) Discuss formal email addresses/email boxes and switching to ".gov" domain for email and website

Director Pillsbury discussed hosting plans, pricing, email issues, advantages of “.gov” URL and better hosting plan. Suggested “DOHfire.gov”. Will move forward to prepare for Board approval.

E) Re-election registration

Notification forms delivered to County. Three directors filing for re-election.

F) Discuss organization and roles of Dobbins-Oregon House Fire Department and Dobbins-Oregon House Fire Protection District

Already discussed (see Old Business (C)).

G) Discuss revisions to Public Records Act (PRA) policies. Option to approve.

Motion was made by Director Sharp and seconded by Director DeVorss to approve revisions to Public Records Act Policies. The roll call vote was:

Director Sharp (yes)

Director DeVorss (yes)

Director Pillsbury (yes)

Chair Pessoa (yes)

Vice Chair Holman (yes)

There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

Director Sharp – Decided to cede his time asking members of the public for comments. Asked how to deal with public complaint about private equipment blocking road.

Chair Pessoa – JPA meeting comments, bank updates, checks, online account. Chief Butler has been added as an Officer to SAM registration. SAM now being taken care of by Chief Butler.

ADJOURN

The meeting was adjourned by Chair Pessoa at 7:50 p.m.

Respectfully Submitted:

Peter Pillsbury, Clerk of the Board