

# DOBBINS/OREGON HOUSE FIRE PROTECTION DISTRICT

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

## Minutes of Regular Meeting

July 23, 2024

### CALL TO ORDER

The meeting was called to order by Chair Pessoa at 6:34pm

### 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, and Clerk Peter Pillsbury, also serving as Director. Directors Justin DeVorss and Greg Holman were absent. Also present was Bookkeeper Lorrie Million and Chief Mike Butler. There were five members of the public present.

### PUBLIC PARTICIPATION

Art Craigmill gave a summary of Director Holman's situation in recovering from his surgery.

### APPROVAL OF MINUTES

A motion was made by Chair Pessoa and seconded by Director Pillsbury to approve the minutes for the June 23, 2024, regular meeting. The roll call vote was:

Director Sharp (yes)

Director DeVorss (absent)

Director Pillsbury (yes)

Chair Pessoa (yes)

Vice Chair Holman (absent)

There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

### CORRESPONDENCE RECEIVED

(30-2024) Yuba Co Assessor -- Updated Plat Maps (w/DVD)

(31-2024) Appeal Democrat – Proof of Publication

(32-2024) Alliant/GSRMA – Certificate of Coverage, DOHFPD

(33-2024) Alliant/GSRMA – Certificate of Coverage, JPA

(34-2024) Alliant/GSRMA – Certificate of Coverage, JPA

(35-2024) Alliant/GSRMA – Certificate of Coverage, FOF

(36-2024) Emails regarding Rices Crossing Fire Hydrants, various (16):

Karen Harvey, Lidia Schulten-Valdizon, Curtis Evarts, Luis Lombo, Ulrich Kaiser, Ken Frank, Mark and Jo

Anna Mortensen, Roger Sadio, Ethan and Kathleen Harris, Robert and Solee MacIsaac, E. Healy and B.

Roman, Peter and Vittoria Lubbers, Sarah Evarts.

(37-2024) Yuba Co BOS – Conflict of Interest Local Agency Biennial Report

### FIRE CHIEF REPORT

**Incident Report** – Chief Butler distributed the Incident Report. The Chief briefly described the 50 incidents from this month. A lot more calls than usual.

A new laptop has been ordered to replace broken one. Contract for new truck going out. No deposit is required at this time. Once chassis is delivered, we will be billed for approximately \$85,000.

## FINANCIAL REPORT

**Financial Reports** – No Financial report this month.

**Budget Adjustments** – None. No budget adjusts as we are in process of getting ready to adopt new budget.

**Warrants to add to Agenda** - New “warrants” system was discussed. List of checks issued will be listed in August agenda.

## ADHOC COMMITTEE REPORTS

**ByLaws** (*Pessoa, Holman*) – Nothing to Add.

**Budget** (*Pessoa, DeVorss*) – Nothing to Add.

**Assessment Fees** (*Pessoa*) – Nothing to Add.

**Bill Paying** (*Holman, DeVorss*) - No Report.

## DIRECTOR TASK STATUS REPORTS

**Grants** (*Sharp, Holman*) – No Report.

**Information Technology** (*Pillsbury*) – Still waiting.

**Audits** (*Pessoa*) – Nothing to Add.

## AUXILIARY

Margaret Binderup reports store manager has resigned. Broken down car in the parking lot being resolved.

## OLD BUSINESS

### A) Review Bylaws, discuss any proposed changes

Continued to next meeting.

### B) Discuss “DOHfire.ca.gov” alternative to "DOHfire.gov" domain. Option to approve

Potential problem with using “dohfire.gov” causing confusion with being identified as a federal agency rather than a California State agency was discussed.

The new “.ca” domain has also been applied for.

Motion was made by Chair Pessoa and seconded by Director Pillsbury to approve adopting “DOHFire.ca.gov” instead of “DOHFire.gov” as our website and email URL. The roll call vote was:

Director Sharp (yes)

Director DeVorss (absent)

Director Pillsbury (yes)

Chair Pessoa (yes)

Vice Chair Holman (absent)

There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

### C) Discuss bids for painting Thrift Store Building. Option to Approve.

Continue next meeting.

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

Chief Butler has Printworks designing new sign. Suggesting some color rather than just black and white. Suggested using Fire Dept emblem. Proof will be forwarded to Auxiliary as soon as ready. Bush blocking sign was discussed.

## NEW BUSINESS

### A) Adopt Benefit Assessment Unit (GANN Limit) Resolution #2024-07

Total assessment rate determined to be 20.80 for 2024-2025.

Motion was made by Chair Pessoa and seconded by Director Pillsbury to approve adoption of Benefit Assessment Unit (GANN Limit) Resolution 2024-07 for Fiscal Year 2024-2025. The roll call vote was:

Director Sharp (yes)

Director DeVorss (absent)

Director Pillsbury (yes)

Chair Pessoa (yes)

Vice Chair Holman (absent)

There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

### B) Adopt Audit Resolution 2024-08 for Fiscal Years 2022-2023

Motion was made by Chair Pessoa and seconded by Director Pillsbury to approve adoption of Audit Resolution 2024-08 for Fiscal Year 2022-2023. The roll call vote was:

Director Sharp (yes)

Director DeVorss (absent)

Director Pillsbury (yes)

Chair Pessoa (yes)

Vice Chair Holman (absent)

There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

### C) Adopt Budget Resolution 2024-09 for 2024-2025

Motion was made by Chair Pessoa and seconded by Director Pillsbury to approve adoption of Budget Resolution 2024-08 for Fiscal Year 2022-2023. The roll call vote was:

Director Sharp (yes)

Director DeVorss (absent)

Director Pillsbury (yes)

Chair Pessoa (yes)

Vice Chair Holman (absent)

There were (3) Yes, (0) Noes, (0) Abstain & (2) Absent. Motion passed.

### D) Schedule 13

Discussed. Will be filed in August.

### E) Measure K Annual Expenditure Report

Discussed. Has been filed.

## BOARD & STAFF DISCUSSION, QUESTIONS, COMMENTS:

**Director Sharp** asked about Conflict of interest code. Will be discussed next meeting.

**Clerk Pillsbury** talked about Brown Act and emails, phone conversations, and face-to-face meeting. Discussed prohibited communication and gave examples of “chain” and “hub and spoke” type communication. Mentioned that no more than two directors can discuss a District business issue outside of a regular Board meeting.

**Director Pillsbury** talked about our grant seeking program. Thinks we need to do a better job. Suggested that members of the Fire Department are interested. Mentioned that we could leverage our grants process by using consultants.

**Director Sharp** offered some ideas for working with Yuba Water Agency for access to grants.

**Chief Butler** expressed frustration with our grants program.

**Chair Pessoa** put Director Sharp in charge of Grants.

**Director Pillsbury** shared his experience at the County Registrar's office while registering as a candidate for a DOHFPD Board seat. Described the costs and time involved in running a contested campaign versus and running for an uncontested seat. Talked about costs both to the District and to the candidates when there is a contested election. Also talked about possibility of family event for Fire Department, such as a BBQ.

**Director Sharp** stated that he believes that using a DOHFPD email address in an email does not make it District business. Discussion clarified that what actually made that email about District business was the subject and content of the email.

**Chief Butler** mentioned that Tim took care of WIFI router problem and discovered that SucceedNet wiring in the building was very old and deteriorating. SucceedNet came out and repaired it.

## **ADJOURN**

The meeting was adjourned by Chair Pessoa at 7:57pm

Respectfully Submitted:

Peter Pillsbury, Clerk of the Board