

DOBBINS/OREGON HOUSE FIRE PROTECTION DISTRICT

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

Minutes of Regular Meeting

Tuesday December 10, 2024

Call to Order

Chair Pessoa called the meeting to order at 6:30pm

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, Chair Lani Pessoa, and Clerk Peter Pillsbury, also serving as Director, and Director Justin DeVorss. Vice Chair Greg Holman was also present.

Also present was Bookkeeper Lorrie Million and Chief Mike Butler. There were nine members of the public present including five firefighters and Margaret Binderup for the Auxilliary..

Public Participation

Document received from public, Brad Roman : Excerpts from Yuba County CWPP - 2014

Approval of Minutes

A motion was made by Vice Chair Holman and seconded by Director DeVorss to approve the minutes for the October 22, 2024, regular meeting. The roll call vote was:

Director Sharp (y)

Director DeVorss (y)

Director Pillsbury (y)

Chair Pessoa (y)

Vice Chair Holman (y)

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

Correspondence: *The Board may direct any item of informational correspondence to a committee head for appropriate action.*

(51-2024) Greg Stensler – Cadet Program Recap (email)

(52-2024) Bart Young – Letter of Interest re. Board position

(53-2024) Joerg Thiele – Controlled Burn (email)

(54-2024) Meghan Hill – Letter of Interest re. Board position (email)

(55-2024) Greg Stensler – Question regarding Prop 172 Funds (email)

Fire Chief Report

A. Incident Report

Chief Butler presented the Incident Report with 53 total incidents

B. Pay Crew Fund

Not finished with month so no numbers yet. Continue next month.

Finance Report

A. Concerning the Financial Report for the month

Lorrie Million is stepping down as Bookkeeper and this is her last meeting. She was thanked for her service. New County accounting system is still behind. There are problems with organizing warrants and issuing reports. We have no reports after June 2024. There has been no estimate of resolution from county yet. They are working on it.

B. Budget Adjustments

No adjustments

Balance Sheet, Budget vs Actuals, and Transaction Detail reports distributed.

Proposal to the Board: Lani Pessoa is willing to take over as Bookkeeper until County has resolved issues with new accounting system and we can retain permanent Bookkeeper. She will develop procedures and instructions for moving forward.

A motion was made by Vice Chair Holman and seconded by Director DeVorss to add agenda item to engage new Bookkeeper. The roll call vote was:

Director Sharp (y)

Director DeVorss (y)

Director Pillsbury (y)

Chair Pessoa (y)

Vice Chair Holman (y)

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

A motion was made by Director Pillsbury and seconded by Vice Chair Holman to approve engaging Lani Pessoa as Bookkeeper. The roll call vote was:

Director Sharp (y)

Director DeVorss (y)

Director Pillsbury (y)

Chair Pessoa (y)

Vice Chair Holman (y)

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

C. Approve Warrant(s):

17109141 in the amount of \$224.00 to Alex Young

17109142 in the amount of \$38.81 to American Messaging – Lockbox

17109143 in the amount of \$63.00 to Arthur Craigmill

17109144 in the amount of \$63.00 to Calvin Johnson

17109145 in the amount of \$112.00 to Crew Fund

17109146 in the amount of \$543.00 to Crew Fund

17109147 in the amount of \$1247.46 to Dawson Oil Company – Diesel

17109148 in the amount of \$223.49 to Greg Holman – Reimbursement for paint

17109149 in the amount of \$182.00 to Greg Stensler

17109150 in the amount of \$28.00 to Heather Nunn

17109151 in the amount of \$355.42 to Hust Brothers, Inc. – Battery

17109152 in the amount of \$28.00 to Jacob Young

17109153 in the amount of \$63.00 to Jonathan Young

17109154 in the amount of \$2102.11 to Laurence Roman

17109155 in the amount of \$7.00 to Matt Green

17109156 in the amount of \$189.00 to Michael Butler

17109157 in the amount of \$70.00 to Owen Stensler

17109158 in the amount of \$21.00 to Paul Adams

17109159 in the amount of \$140.00 to Ron Garner

17109160 in the amount of \$126.00 to Roy Young

17109161 in the amount of \$65.70 to Suburban Propane -- Propane

17109162 in the amount of \$7.00 to Tia Johnson

17109163 in the amount of \$84.00 to Wyatt Stensler

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

Director Sharp (y)

Director DeVorss (y)

Director Pillsbury (y)

Chair Pessoa (y)

Vice Chair Holman (y)

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

Director Task Status Reports

Grants (*Sharp, Holman*)

FEMA grant submitted.

Will be talking with YWA about grants from them. Other than Bill Shaw. Chief will go as well.

Information Technology (*Pillsbury*)

Nothing new to report

Auxiliary Report: Report on current and ongoing information

No Recology invoice

Thanks for Chief Butler for completing the new sign project.

- Faucet locks status

It is locked

- Exterminator status

Working on identifying service to use. Will call Sheldies in Chico.

- Update on sink hole

Still there. Will be looking at solutions.

Old Business

A. Review and discuss steps to develop Newsletter

Consider formatting to fit on single sheet for limited printed distribution.

B. Discussion on State of CA Environmental Standards for Fire Engines – What are our options/plans?

May be exemptions, for example 100hours or less. See CARB site for key dates etc. Emergency vehicle exemption? Will review with JPA.

C. Painting Thrift Store Building status

Completed.

D. Thrift Store sign installation status

Completed

New Business

A. Vote to accept November 6, 2024 District Election Results as certified by County Clerk/Registrar of Voters.

A motion was made by Chair Pessoa and seconded by Director Pillsbury to accept District Election Results as described above. The roll call vote was:

Director Sharp (y)

Director DeVorss (y)

Director Pillsbury (y)

Chair Pessoa (y)

Vice Chair Holman (y)

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

B. Elect New Chair and Vice Chair

A motion was made by Chair Pessoa and seconded by Director DeVorss to elect Greg Holman as Chair.

The roll call vote was:

Director Sharp (y)

Director DeVorss (y)

Director Pillsbury (y)

Chair Pessoa (y)

Vice Chair Holman (y)

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

A motion was made by Vice Chair Holman and seconded by Director Pillsbury to table vice chair election.

The roll call vote was:

Director Sharp (y)

Director DeVorss (y)

Director Pillsbury (y)

Chair Pessoa (y)

Vice Chair Holman (y)

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

C. Brown Act Updates

Reviewed in Board Packet.

D. Ethics Training

Reviewed in Board Packet.

Vector Solutions suggested for harassment training.

Sheet showing who is up to date from Chair Pessoa

E. Workplace Violence: Discuss setting up required workshop and written policy. Option to approve

Chief Butler will add updates per discussion. Will look for training video and check Vector Solutions.

F. Discuss approving Mr. Petersen to begin Grants registration process. Option to approve

G. Discuss creating grants application budget. Option to approve

A motion was made to accept Mr. Petersen's interest to provide grant related services and that we would like it to be on contingency basis, and to begin grants registration process by Director DeVorss and seconded by Vice Chair Holman. The roll call vote was:

Director Sharp (y)

Director DeVorss (y)

Director Pillsbury (y)

Chair Pessoa (y)
Vice Chair Holman (y)
There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

Board & Staff Discussion, Questions, Comments

Chief Butler: New engine should be here by January.

Bookkeeper Million: Offered suggestions regarding mailbox key management.

Director Sharp: Discussed letter regarding Richards event permits. **Chief Butler** indicated that no letter was sent and recommendations were done in person at meeting with Planning Department. There appears to be a problem with a letter presented by Director Sharp that represents to be written by Chief Butler; **Chief Butler** denies writing the letter and states unequivocally that the signature is not his.

Adjournment

The meeting was adjourned by Chair Pessoa at 8:12pm

Respectfully Submitted by Peter Pillsbury, Clerk of the Board

Witnessed as Adopted:

Peter Pillsbury, Clerk of the Board