

DOBBINS/OREGON HOUSE FIRE PROTECTION DISTRICT

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

Minutes of Regular Meeting

Tuesday February 25, 2025

Call to Order

Chair Holman 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:

Director Bart Young

Director Charles Sharp

Chair Greg Holman

Clerk Peter Pillsbury, also serving as Director

Vice Chair Justin DeVorss.

Also present was Bookkeeper Lani Pessoa

Chief Mike Butler.

There were 4 members of the public present including 1 firefighter and Rissa Neel for the Auxiliary.

Public Participation

Bradley Roman: Steering committee for wildfire hardening. Rices Crossing road improvements. Referred to correspondence previously sent to Dobbins / Oregon House Fire Protection District. Also discussed 2nd letter (12-2025) letter from the "Steering Committee". Problem with focusing on single area when problems all around community. Bookkeeper Pessoa suggested perhaps ask County to ask the District for mitigation input.

Margaret Binderup: Mentioned other roads (besides Rices Crossing mentioned in above mentioned correspondence) that need improvement.

Approval of Minutes

A motion was made by Director Devorss and seconded by Director Sharp to approve the minutes for the January 28, 2025, regular meeting. The roll call vote was:

Director Young (y)

Director Sharp (y)

Director Pillsbury (y)

Vice Chair DeVorss (y)

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.*

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| (12-2025) | email and attachment -- Steering Committee on Community Wildfire Hardening, Dobbins/Oregon House |
| (13-2025) | email – Yuba Water Agency, Training Opportunity |
| (14-2025) | email – Greg Stensler, BWF for March-April |
| (15-2025) | email – YC Auditor-Controller, Measure K Funds Distribution |
| (16-2025) | email – YC Auditor-Controller, Fire Mitigation Fee Distribution |

Fire Chief Report

A. Incident Report

New report format is evolving as we determine changes that need to be made.

New rescue vehicle should be here in next two weeks.

Check and paperwork given to Bookkeeper Pessoa as utility pickup truck has been sold. \$8500 2010 model.

Documents that show CARB exemption. May have to smog rescue vehicles.

Finance Report

A. Concerning the Financial Report for the month

Update on County system: Expecting to get needed reports to update books by end of March.
Reports submitted reflect accounts balances without needed reports from County (above).
Bookkeeper Pessoa suggested training Board member(s) on County warrant system.
Noted that District needs a inventory/equipment audit.
Bookkeeper Pessoa is working on bookkeeping and financial processes SOPs.

B. Budget Adjustments

6040/41/42 will be reorganized/adjusted
Will add to site maintenance (6150) from surplus

Email from Kim Biggs regarding scam alert, and discussion about bogus email sent to Bookkeeper Pessoa asking for payment.

C. Approve Warrant(s):

17112947 in the amount of \$3,000.00 for DOHFPD Withdrawal to replenish Bank Account
17113518 in the amount of \$1,973.01 for EMT Refresher Course, Auto Stabilizer Ket, Battery and Belts
17113519 in the amount of \$700.00 for Community CPR and Stop The Bleed
17113520 in the amount of \$548.20 for Windows software update, Quickbooks, SucceedNet

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

Director Young (y)
Director Sharp (y)
Director Pillsbury (y)
Vice Chair DeVorss (y)
Chair Holman (y)

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

Director Task Status Reports

Grants (*Sharp, Holman*)

Asked about Cal Fire grants coming up. VFA grant due by March 5. Discussed how much we can use for matching grant.
Want to know what we are looking for to determine what to pursue.

Information Technology (*Pillsbury*)

Nothing to add

Fire Safe Council (*DeVorss*)

Nothing to add

JPA (*Holman*)

Nothing to add. No meeting till March.

Auxiliary Report: Report on current and ongoing information

Getting ready for spaghetti dinner. Building items for auction.
Business is good. Internet problem solved. Acquired new printer.

- Exterminator status
Need him to come back to deal with ants.
Still problems with squirrels, skunks, rodents.

- Update on sink hole
- No progress yet. Will probably need to deal with it ourselves.

Old Business

- A. Workplace Violence: Discuss setting up required workshop and written policy. Option to approve.
Chief : Draft passed out for review. Continue next meeting.
- B. Ethics/Harassment Training Reminders

New Business

- A. Conflict of Interest Form (Form 700) Filing
- B. Committee Member Updates
Add Director Young to Fire Safe Council task.
Continue to next meeting.
- C. Discuss continuing CSDA Membership. Option to vote.
A motion was made by Director DeVorss and seconded by Director Young to approve subscribing for annual membership to CSDA (California Special Districts Association) at the rate of \$400 per year. The roll call vote was:
 - Director Young (y)
 - Director Sharp (y)
 - Director Pillsbury (y)
 - Vice Chair DeVorss (y)
 - Chair Holman (y)There were (5) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.
- D. Discuss Letter/Request from Steering Committee for Community Wildfire Hardening, Dobbins/Oregon House
- E. Future Plans
Director Pillsbury presented ideas: Acquiring new “tactical” water tender(s), improving substation facilities and utilization, facilitating fire-related/evacuation traffic management, creating a “Reserve” firefighter program. Continue in committee.

Board & Staff Discussion, Questions, Comments

Director Sharp: Asked Chief Butler about draft copy of wildfire protection plan.
Chief Butler: Will be submitting Bill Shaw grant for new set of etools. \$42-44k, grant will be for 20k. Sent Director Sharp CalFire VFC grant info.
Chair Holman: Asked if Regent substation been helpful? Response is “Yes”. Especially having the water there. Engine 6461 is currently there.

Adjournment

8:31

Respectfully Submitted by Peter Pillsbury, Clerk of the Board

Witnessed as Adopted:

Peter Pillsbury, Clerk of the Board