

*HAMILTON BRANCH FIRE PROTECTION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS*

August 13, 2025 Meeting Minutes

1) Call to Order:

Fire Board President Brett Hurff called the meeting to order at 1:00 PM

2) Roll Call/ Quorum:

Fire Board Members Present: President Brett Hurff, Secretary James Lee, and Directors Ron Damsen and Suzanne Mueller

Absent: Vice President Norman Sollid

Staff present: Fire Chief Robert Gray & Office Manager Holly Coons-Price

Public Present: 4

3) Pledge of Allegiance:

President Hurff led the Pledge of Allegiance.

4) Approval of Minutes – *July 9, 2025:*

President Hurff asked the fire board if they had read the meeting minutes for *June 11, 2025*, and if they had any corrections. As there were none, President Hurff called for a motion to approve the minutes. Director Damsen moved to approve the meeting minutes, seconded by Secretary Lee, and the motion was carried.

5) Approval of the Agenda:

President Hurff asked if the fire board had reviewed the *agenda for August 13, 2025*, and if they had any questions or concerns. There was none.

The agenda was approved unanimously after Director Mueller moved to approve, seconded by Director Damsen.

6) Public Comment:

President Hurff called for public comments.

Four people attended the meeting. Two Fire Bells and two firefighters.

There was a question regarding Cardio Pulmonary Resuscitation Training (CPR).

Chief Gray stated after fire season he will be working on a standard date each year.

There was a question regarding the plaques for the retired volunteers. Chief Gray explained that he ordered them eight weeks ago.

The volunteer firemen's association dissolved. There was a question regarding transferring the associations checking account balance to the fire belles account. Chief said yes he was informed of this.

7) Old Business:

A. Station & Grounds-Drainage Scope Bids - Update:

President Hurff called on Chief Gray to report on Building & Grounds.

Chief Gray reported that he received Womack's bid for \$15,000.00, and reminded the board that they approved \$25,000.00. Chief said he would have the contract re-dated to confirm their agreement.

8) New Business:

A. Monthly Expenditures for *June 2024-2025*:

President Hurff asked the fire board if they had any questions regarding the *June* expenditures.

There was a question regarding the cost of the new flag. Coons-Price explained that the flag is huge and is on a pole outside.

President Hurff called for a motion to approve the *June* expenditures. Upon a motion by Director Damsen, seconded by Director Mueller, and with a unanimous vote, the expenses were approved.

B. Monthly Expenditures for *July 2025/2025*:

President Hurff asked the fire board if they had any questions regarding the *July* expenditures.

Chief Gray explained that July marks the beginning of our fiscal year, and we pay some contracts on an annual basis.

President Hurff called for a motion to approve the expenditures for *July*.

Upon a motion by Secretary Lee, seconded by Director Mueller, and with a unanimous vote, the expenditures were approved.

9) Reports:

A. Fire Chief's Report:

Chief Gray informed the fire board that he contacted President Hurff about whether the Hamilton Branch Utility Truck could be used to tow the Peninsula Fire rescue boat for an out-of-county assignment. The state will reimburse Hamilton Branch for the use of the truck and fuel.

A Chester utility truck that Peninsula acquired was used to back fill this area for 18 days.

Chief said he plans to service the truck when it returns at the cost of the state.

Chief informed the fire board that the other trucks are due for maintenance, also.

Chief Gray reminded the fire board that our neighbors came in with concerns about the slash piles that were left behind their properties from a tree falling contractor. He said he checked to see if clearing the slash was part of their contract. He said he is gathering this information and will report back to the board and the neighbors.

The chief said he had ordered the volunteer plaques and would contact the board when they arrived.

Tomorrow, all agencies in Plumas County that would respond to a wildfire will meet in Chester for a tabletop exercise, focusing on the area of A-13 and Foxwood. Maps will be used so everyone will know their course of action. This prevents duplication.

B. Fire Board of Directors' Reports / Comments:

President Hurff called on the Fire Board for reports or comments.

There was a discussion about the vacant properties in the area and the possibility of building new communities.

There was a discussion regarding the vehicle on the fire district's property and whether it could be removed. Chief Gray said he is working on it.

10) Correspondence:

None.

11) Future Agenda Items:

A. Drainage Scope – Solid Bid from Womack Construction

B. Expenditures for August.

12) Next Scheduled Regular Fire Board Meeting:

Wednesday, October 8, 2025, 1:00 PM

The September Meeting was cancelled.

13) Meeting Adjourned:

There being no further business, the President thanked everyone for attending and adjourned the Fire Board meeting at 1:38 p.m.

Respectfully submitted by *Holly C. Coons - Price*

The meeting minutes from August 13, 2025, were approved on October 8, 2025.

X

Brett Hurff, Fire Board President