

**OPHIR HILL FIRE PROTECTION DISTRICT
AGENDA
BOARD OF DIRECTORS MEETING
Monday – July 11, 2022
4:30PM**

I. STANDING ORDERS

1. *CALL TO ORDER*
2. *PLEDGE OF ALLEGIANCE*
3. *ROLL CALL -
Others Present*

II. SPECIAL ORDERS

1. Approve board minutes from previous meeting
2. Chief's Report
3. Financial Statements & Warrant Requests - Report copies and details will be provided at 4PM

**III. FIRE INSPECTIONS – Report and updates – Captain Nelson reports on a quarterly basis
2022:
March
June
September
December**

IV. OLD BUSINESS

Update on District Election 2022

V. NEW BUSINESS

VI. CORRESPONDENCE

VII. PUBLIC COMMENT

VII. MOTION TO ADJOURN

PUBLIC COMMENT: The opportunity of the public to be heard on an item on the agenda shall be provided during the consideration of that item (Gov't. Code Section 59495.3). The public may address items not on the agenda that are of interest to the public and are within the subject matter jurisdiction of the Board, provided no action is taken in compliance with Gov't. Code Section 54954.3(a).
**This Agenda was posted 72 hours in advance of the meeting at the Ophir Hill Fire Protection District office
Online at www.Ophirhillfire.org

**OPHIR HILL FIRE PROTECTION DISTRICT
MEETING MINUTES
BOARD OF DIRECTORS MEETING
Monday – June 13, 2022
4:30PM**

I. STANDING ORDERS

1. CALL TO ORDER – Meeting called to order at 16:30 hours by Chairman Armacher
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL – Chairman Armacher, Vice-Chairman Borgnis, Director Martin, Director Peterson, Director Sousa
Others Present: Chief Rothenberger, Captain Nelson, Fire Apparatus Engineer Chris Billberg, Kris Stoeckle
Absent: Board Secretary Monique Sousa

II. SPECIAL ORDERS

1. Approve Board Minutes from previous meeting on May 9, 2022
MOTION I – Director Martin motioned to approve meeting minutes.
2nd by Director Sousa
VOTE: Unanimous
2. Chief's Report
Chief report was given by Chief Rothenberger – see report for details.
Introduced Fire Apparatus Engineer Billberg. Open seasonal firefighter position closes Friday, June 17.
Clint Carson is leaving Ophir Hill Fire this month.
3. *Financial Statements & Warrant Requests* – Chief Rothenberger reported fund balance on behalf of Monique Sousa as outlined below:

Fund Balance for LAIF 721	\$ 954,825.00
Fund Balance for 727 LAIF	\$
Fund Balance for 765 LAIF	\$
West America Checking	\$400,748.21

Question regarding fund balances to be addressed by Board Secretary.

III. FIRE INSPECTIONS – report presented by Captain Nelson

2022

March

May

June – 23 inspections are in process and on target to be completed this month.

September

December

IV. OLD BUSINESS

No old business

V. NEW BUSINESS

1. Review and approve District Election 2022 Resolution 2022-01

MOTION II – Director Borgnis motioned to approve District Election 2022 Resolution 2022-01

2nd by Director Peterson

Vote: Unanimous

2. Review and approve 2022-23 Preliminary Budget

MOTION III – Director Peterson motioned to approve 2022-2023 Preliminary Budget

2nd by Director Martin

Vote: Unanimous

3. Present, review and adopt Resolution 2022-02 for the Fire Suppression Benefit Assessment No. 2006-1

MOTION IV – Director Borgnis motioned to approve Resolution 2022-02

2nd by Director Martin

Vote: Unanimous

4. Recognition of recently retired employee for her work and contribution to the district.

VI. **CORRESPONDENCE**

No correspondence

VII. **PUBLIC COMMENTS**

1. Lily Pruett Hero's Softball Tournament which raises money for the Nevada County Law Enforcement and Fire Protection Council was held on June 12. There was a great turnout. Ophir Hill Fire placed third.
2. Nevada Union High School Cheer Program hosts its annual NU Cheer Car Show on Saturday, June 18 and Ophir Hill Fire's Engine 1 will be there.

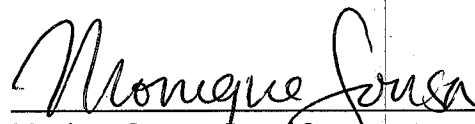
VII. **MOTION TO ADJOURN**

MOTION V – Director Peterson motioned to adjourn 17:21 hour

2nd by Director Sousa

VOTE: Unanimous

Attest:

 7/11/2022
Monique Sousa – Board Secretary Date

PUBLIC COMMENT: The opportunity of the public to be heard on an item on the agenda shall be provided during the consideration of that item (Gov't. Code Section 59495.3). The public may address items not on the agenda that are of interest to the public and are within the subject matter jurisdiction of the Board, provided no action is taken in compliance with Gov't. Code Section 54954.3(a).

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Fire Chief's Report

July 2022

Incidents

Date	Time	Type	Location	Agency
6/1	0904	Medical/ Unresponsive Person	Highland Dr.	OPH
6/3	1142	Medical/ Echo response	You Bet Rd.	PCP
6/3	1741	Medical/ Unresponsive person	Hwy.174	OPH
6/3	1856	Structure fire	E.Bennett Rd.	NCC
6/5	0025	MVA	Hwy.174 X Bass Tr.	PCP
6/5	0037	Medical/ Difficulty breathing	Greenway Pl.	OPH
6/8	1911	Medical/ Overdose	Hangingwall Dr.	OPH
6/10	1111	Code 2 medical/ Med check out NCSO	Lost Lake Rd.	NCC
6/11	1620	Medical/ Difficulty Breathing	Somerset Dr.	OPH
6/12	1001	Code 2 medical/ Ill person	Chatsworth Ln.	OPH
6/12	1054	Medical/ Difficulty breathing	Greenhorn Rd.	OPH
6/12	1514	Smoke check	Brooks Rd.	OPH
6/12	1626	Medical/ ETOH withdrawal	Brooks Rd.	OPH
6/13	2352	Public Assist/ Lift assist	Collier Rd.	NCC
6/14	2255	Code 2 medical/ Diabetic	Greenhorn Rd.	NCC
6/16	1932	FMS/ Electrical hazard	Hwy. 174 X Mark Dr.	OPH
6/18	1613	Medical/ Snake bite	You Bet Rd.	PCP
6/18	2151	Medical/ Overdose	Lower Colfax Rd.	PCP
6/19	1150	MVA	Hwy.174 X Greenhorn Access	PCP
6/19	1225	Vegetation fire WT-42	Retrac Wy.	NCC
6/19	2013	Medical/ Cardiac	Hwy.174	OPH
6/20	1028	Medical/ Unknown	Hwy.174	OPH
6/20	2321	MVA	Dog Bar Rd.	NCC
6/21	0010	Structure fire	Stanley Wy.	NCC
6/22	0453	Structure fire	Wildlife Ln.	PCP
6/22	1047	Vegetation fire	Meadow Dr.	PCP
6/24	0017	Medical/ Pregnancy Comp.	Brunswick Rd.	OPH
6/25	0840	Structure fire WT-42	Newtown Rd.	NCC

6/25	2314	Medical Rescue	Bear River Bridge	PCP
6/28	0759	Medical/ Poss. 11-44	Beauview Rd.	OPH
6/28	0935	FMS/ Electrical Hazard	Greenhorn Rd.	NCC
6/28	1907	Vegetation Fire	Rice's Crossing	Cal Fire
6/29	0322	Code 2 medical/ Fall	Bartlett Dr.	OPH

Total of 33 incidents. 15 in OPH, 8 in PCP, 9 in NCC, 1 Strike Team.

All equipment is in service and available.

Roster is at 18. 2 applications pending.

Sarah Cartmell hired as FF/Driver Operator and Dylan Nichols hired as Seasonal FF.

Ophir Hill Fire Protection District
Fund Balances
As of June - 2022

Account	Fund			Total
	721	727	765	
LAIF	954,825.00	-	-	954,825.00
WestAmerica	347,044.47			347,044.47
Total	-	-	-	1,301,869.47

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of June 30, 2022

	<u>Jun 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
1900-00 · LAIF FUND 721	954,825.00
1902-00 · WESTAMERICA CHECKING ACCOUNT	<u>347,044.47</u>
Total Checking/Savings	1,301,869.47
Accounts Receivable	
1910-00 · A/R Taxes	23,595.28
1911-00 · A/R Assessments Receivable	12,020.41
1912-00 · A/R Interest Receivable	361.30
1954-10 · Due from Other Gov't	<u>3,583.66</u>
Total Accounts Receivable	<u>39,560.65</u>
Total Current Assets	<u>1,341,430.12</u>
TOTAL ASSETS	<u><u>1,341,430.12</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-00 · ACCOUNTS PAYABLE	<u>44,476.28</u>
Total Accounts Payable	44,476.28
Other Current Liabilities	
2500-00 · PAYROLL TAXES PAYABLE	35,232.10
2510-00 · PAYROLL DEDUCTIONS PAYABLE	500.00
2600-00 · HEALTH INSURANCE PAYABLE	-5,429.45
2700-00 · CalPERS RETIREMENT PAYABLE	<u>3,882.59</u>
Total Other Current Liabilities	<u>34,185.24</u>
Total Current Liabilities	<u>78,661.52</u>
Total Liabilities	78,661.52
Equity	
3000 · Opening Bal Equity	-23,684.20
3001-00 · FUND BALANCE	1,149,112.47
Net Income	<u>137,340.33</u>
Total Equity	<u>1,262,768.60</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,341,430.12</u></u>

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

July 2021 through June 2022

Jul '21 - Jun 22

Ordinary Income/Expense

Income

4001-00 · CURRENT SECURED TAX	514,824.75
4003-00 · CURRENT UNSECURED TAX	7,572.19
4004-00 · PRIOR UNSECURED TAX	195.91
4017-00 · SUPPLEMENTAL SECURED TAX	12,087.67
4018-00 · SUPP UNSECURED TAX	177.48
4028-00 · SUPP PRIOR UNSECURED	45.88
4040-00 · ST HOMEOWNERS PROP	3,458.78
4100-00 · Special Assessment Tax Roll	150,701.52
4301-00 · INTEREST INCOME	1,776.75
4419-00 · PROPERTY TAX REIMBURSEMENT	-11,624.50
4450-90 · STATE OTHER	49.92
4468-00 · OES-ENGINE INCOME	14,631.83
4468-20 · OES-Strike Team Other Reimburse	460,900.03
4496-00 · PROP 172	76,882.55
4511-70 · SPECIAL ASSESSMENTS	100,937.64
4620-00 · OTHER REVENUE	6,290.59
4620-10 · TRAINING	4,210.00
4640-00 · 727 to be transferred	5,091.21
4806-00 · DONATIONS	3,250.00
4902 · GRANT VFA	-3,336.88
4996 · Workers Comp Reimbursement	14,577.05

Total Income

1,362,700.37

Gross Profit

1,362,700.37

Expense

5000-00 · Salaries & Benefits	1,500.00
5050-00 · Salaries-Holiday Pay	3,285.00
5060-00 · Salaries-Vacation Buyback	29,397.57
5101-10 · Salaries-BOOKKEEPER	14,962.62
5101-20 · Salaries-CHIEF	0.00
5101-21 · Salaries-O/T Chief	4,438.66
5101-30 · Salaries-OFFICE MGR.	5,313.00
5101-40 · Salaries-CAPTAIN	179,390.90
5101-41 · Salaries-O/T Captain	105,814.05
5101-42 · Salaries-OT Planned Capt	23,223.11
5101-50 · Salaries-Engineer	3,705.60
5101-51 · Salaries O/T Eng.	0.00
5101-52 · Salaries-OT Planned ENG	0.00
5101-61 · Salaries-O/T FF	2,626.50
5102-00 · Salaries-SNL FF	77,733.75
5102-20 · Salaries-Cvg Relief Chief	0.00
5102-21 · Salaries-Cvg Relief Captain	0.00
5102-23 · Paid Call Firefighters	6,800.90
5102-25 · STRIKE TEAM PAY	129,808.64
5103-00 · RETIREMENT EXPENSE	94,171.20
5104-00 · GROUP INSURANCE	

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

July 2021 through June 2022

	Jul '21 - Jun 22
5104-10 · Group Insurance	9,678.93
5104-20 · Group Insurance Reimbursement	21,222.97
5104-00 · GROUP INSURANCE - Other	50,102.24
Total 5104-00 · GROUP INSURANCE	81,004.14
5105-00 · PAYROLL TAX EXPENSE	183,238.14
5106-00 · WORKERS COMP	51,400.00
5202-00 · CLOTHING	1,710.13
5202-10 · CLOTHING-UNIFORMS PERMANENT	3,000.00
5202-12 · CLOTHING-SNL UNIFORMS	1,000.00
5202-20 · CLOTHING-STRUCTURE	7,369.15
5203-00 · COMMUNICATIONS	13,502.34
5205-00 · FOOD	253.48
5206-00 · HOUSEHOLD EXPENSE	4,047.26
5207-00 · INSURANCE	20,542.60
5209-00 · MAINT-EQUIPMENT	6,057.80
5209-10 · MAINT-OFFICE EQUIP	2,541.48
5210-00 · MAINT-STRUCTURE	6,650.88
5211-00 · MAINT-AUTO	50,659.97
5212-00 · MEMBERSHIPS	5,058.92
5213-00 · MEDICAL SUPPLY	3,384.70
5214-00 · SUPPLIES-OFFICE	33.84
5214-10 · SUPPLIES-OPERATING	2,111.61
5215-00 · PROFESSIONAL SERVICE	23,362.28
5216-00 · PUBLICATIONS	442.27
5217-00 · RENTS-EQUIPMENT	75.00
5219-00 · SMALL TOOLS	3,829.47
5219-10 · SMALL TOOLS-FIRE EQUIPMENT	11,042.48
5220-00 · SPECIAL DISTRICT EXPENSE	446.69
5220-10 · TRAINING EXPENSE	11,642.53
5220-20 · SAFETY/FIRE PREVENTION	483.65
5223-00 · FUEL	19,142.82
5224-00 · UTILITIES	10,858.79
5300-30 · OES MISC STRIKE TEAM EXPENSE	7,515.26
5314-00 · INTEREST-LONG TERM DEBT	4.79
5331-00 · GRANT VFA EXPENDITURES	10,486.02
5507-00 · RESERVE-765	290.02
66900 · Reconciliation Discrepancies	0.03
Total Expense	1,225,360.04
Net Ordinary Income	137,340.33
Net Income	137,340.33