

**OPHIR HILL FIRE PROTECTION DISTRICT
AGENDA
BOARD OF DIRECTORS MEETING
Monday – November 14, 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

1. New ID badges
2. Update on AT&T project

V. NEW BUSINESS

1. Rising Insurance Rates (JPRIMA and FASIS)
2. Rise Gold Update
3. Amend Final Budget 2022/2023

VI. CORRESPONDENCE

~~Review and approve Audit 2021/2022 Engagement Letter~~

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, October 10, 2022
4:30 p.m.

I. STANDING ORDERS

1. CALL TO ORDER - Meeting called to order at 4:30 p.m. by Vice-Chairman Borgnis
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL - Vice-Chairman Borgnis, Director Peterson, Director Sousa
Others Present: Chief Robb Rothenberger, Captain Jon Nelson, Board Secretary Monique Sousa
Absent: Chairman Armacher, Director Martin

II. SPECIAL ORDERS

1. Approve Board Minutes from previous meeting on September 12, 2022.
MOTION I – Director Peterson motioned to approve the meeting minutes.
2nd by Director Sousa
VOTE: Unanimous
2. Chief's Report
Chief report given by Chief Rothenberger
Unable to print report but it has been an uneventful month. All equipment is in service. The water tender is scheduled to be back at OHFPD soon. A new stove/oven is being installed in the kitchen.
3. Financial Statements and Warrant Requests
Monique Sousa reported the fund balances as outlined below:
Fund Balance for LAIF 721 \$ 656,032.32
Fund Balance for 727 LAIF \$
Fund Balance for 765 LAIF \$
West America Checking \$ 385,277.14
MOTION II – Director Sousa motioned to approve the meeting minutes.
2nd by Director Peterson
VOTE: Unanimous

III. FIRE INSPECTIONS – report presented by Captain Nelson

2022
March
May
June
July
September
October – Captain Nelson will report next month.
December

IV. OLD BUSINESS

1. District Election Update
Chairman Buckley has completed his paperwork with the county. Director Peterson will complete soon.

2. New ID Badges
Captain Nelson reports that Volunteer Firefighter Roberts is designing the new badges and they will be printed in the next 6-8 weeks.

V. NEW BUSINESS

1. Final Budget 2022/2023

Motion III – Director Sousa moved to approve the Final Budget 2022/2023.

2nd by Director Peterson

VOTE: Unanimous

2. Update on AT&T project

Phase 1, which is to bring fiber optic cables to the building, is complete

Phase 2, which is to outfit the building with wireless internet, is coming. AT&T quoted a time frame of 2 months.

VI. CORRESPONDENCE

Audit 2021/2022 Engagement Letter

Motion IV – Director Peterson moved to approve the Audit 2021/2022 Engagement Letter.

2nd by Director Sousa

VOTE: Unanimous

VII. PUBLIC COMMENT

Captain Nelson will be on duty on Halloween and he, with other firefighters, will be handing out candy at Station 2.

Generator was installed 3 years ago and Ophir Hill will have it's first refill in 3 years.

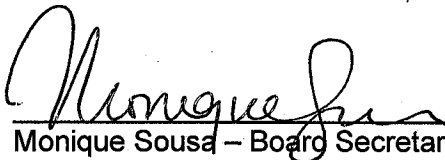
VIII. MOTION TO ADJOURN

MOTION V – Director Peterson motioned to adjourn the meeting at 4:55 p.m.

2nd by Director Sousa

VOTE: Unanimous

Attest:


Monique Sousa – Board Secretary

11/14/2022
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

October 2022

Incidents

Date	Time	Type	Location	Agency
9/1	0401	Vehicle fire	Whiting St.	GRV
9/1	1025	Medical/Seizure	Pine Cone Cr.	OPH
9/2	1252	Structure fire	Bennett St.	GRV
9/2	1554	Structure fire	Octagon Ln.	PCP
9/3	1437	Medical/Diabetic	Pine Cone Cr.	OPH
9/3	1910	Structure fire	Robert Ct.	NCC
9/4	1252	Vegetation fire	Empire Mine S.H.P.	OPH
9/4	1344	Vegetation fire	You Bet Rd.	PCP
9/6	0709	Vegetation fire WT-42	Iowa Hill area	Cal Fire
9/6	0950	Fire alarm sounding	Hwy.174	OPH
9/6	1356	MVA	Lawrence Wy.	NCC
9/6	2118	Code 2 medical/ Fall	Copper Dr.	OPH
9/7	0132	Out of county assignment	Mosquito fire	Cal Fire
9/7	1959	Medical/ Overdose 11-44	E. Bennett Rd.	OPH
9/7	2150	Agency assist NCSO	E. Bennett Rd.	OPH
9/8	0809	MVA	Brunswick Rd.	OPH
9/8	1144	Medical/ Ill person	Grass Valley Ave.	NCC
9/8	1813	Medical/ Unresponsive	Pine Cone Cr.	OPH
9/9	0604	Medical/ Stroke	Brookview Drive Circle	OPH
9/10	0059	Medical/ Cardiac	Brunswick Dr.	OPH
9/11	1554	MVA	Hwy. 174 X Powerline	PCP
9/12	0924	MVA	Brunswick Rd. X Idaho Maryland	GRV
9/12	1055	Medical/ Ill person	Brunswick Dr.	OPH
9/12	1214	Medical/ Head injury	Union Hill School	OPH
9/13	1308	Vegetation fire	I-80 Dutch Flat	OPH
9/14	0702	Medical/ Fall	Somerset Dr.	OPH
9/14	0913	Medical/ Diff. Breathing	Rattlesnake Rd.	OPH

9/17	2336	Medical/ Chest pain	Brooks Rd.	OPH
9/18	0057	Structure/ Vegetation fire	St. Helena Dr.	PNV
9/19	1640	MVA	Hwy.174 x Happydale	GRV
9/20	1423	Fire alarm	Greenhorn Access Rd.	PCP
9/21	0857	Public Assist/ Lift Assist	Lower Anchor Ln.	OPH
9/22	1041	Medical/ Fall	Pine Cone Cr.	OPH
9/23	0909	Medical/ Diff. Breathing	Brunswick Dr.	OPH
9/23	1604	Medical/ Fractured leg	Rattlesnake Rd.	OPH
9/24	0500	Medical/ Chest pain	Reid Pl.	OPH
9/26	1215	Fire alarm	Union Hill School	OPH
9/27	0827	Medical/ Ill person	Chatsworth Ln.	OPH
9/27	2031	Medical/ Unknown medical	Lava Cap Mine Rd.	NCC
9/27	2152	Vehicle fire	Mule Canyon Rd.	PCP
9/28	0955	Medical/ Leg injury	Brunswick Dr.	OPH
9/29	1310	Illegal burning	Brooks Rd.	OPH
9/30	0808	Medical/ Panic attack	Empire Mine S.H.P.	OPH
9/30	1738	MVA	Rattlesnake Rd.	OPH

Fire Chief's Report

November 2022

Incidents

Date	Time	Type	Location	Agency
10/3	2339	MVA	Hwy.174 X Brunswick Rd.	OPH
10/5	1631	FMS/Gas Hazard	Cedar Ridge Dr.	OPH
10/5	2310	Medical/ Vertigo	Brunswick Dr.	OPH
10/7	2005	Medical/Fall	Collier Rd.	NCC
10/9	1920	Medical/ Ill Person	Brunswick Dr.	OPH
10/10	0946	Medical/Fall	Mill Creek Rd.	NCC
10/13	1038	Fire Alarm	Union Hill School	OPH
10/13	1412	MVA	You Bet Rd.	PCP
10/14	0150	Fire Alarm	You Bet Rd.	PCP
10/14	0936	Fire Alarm	Chicago Park School	PCP
10/15	0210	MVA	Hwy.174 X Durango Ln.	PCP
10/15	1150	Medical/Difficulty Breathing	Rattlesnake Rd.	OPH
10/16	1907	Medical/Ill Person	Brunswick Dr.	OPH
10/16	2016	Structure Fire	Brunswick Dr.	OPH
10/17	1619	MVA	E.Empire St.	OPH
10/18	0729	Medical/Difficulty Breathing	Brooks Rd.	OPH
10/19	1128	Medical/Fall	Brooks Rd.	OPH
10/19	1252	Medical/Altered LOC	Somerset Dr.	OPH
10/19	1600	Public Assist/ Lift Assist	Brooks Rd.	OPH
10/19	2217	Structure Fire	Thunder Rd.	NCC
10/21	1543	MVA	Hwy.20 X Empire St.	GRV
10/22	0824	Medical/Fall	Brookview Dr.	OPH
10/24	2013	Medical/Overdose	Fawn Hill Dr.	PCP
10/24	2058	Medical/Unresponsive Person	Hwy.174	OPH
10/25	0033	Vegetation Fire WT-42	Excelsior Point Rd.	Cal Fire
10/25	1917	MVA	Brooks Rd.	OPH
10/26	1524	Medical/Abdominal pain	Wendy Cr.	GRV
10/27	1211	MVA	Greenhorn Rd.	NCC

10/27	1747	Debris Fire	Rattlesnake Rd.	OPH
10/28	1923	Medical/Covid	Chatsworth Ln.	OPH
10/29	2155	Trash Fire	Talking Pines Rd.	PCP
10/30	1755	Medical/Chest pain	Burma Rd.	OPH
10/30	1920	Structure Fire WT-42	Nishinam Gulch Rd.	PNV

31 total incidents. 19 in OPH, 6 PCP, 4 NCC, 2 GRV, 1 PNV, 1 Cal Fire.

Roster is at 16 with one application pending.

All equipment is in service and available.

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

Account	Fund			Total
	721	727	765	
LAIF	658,807.59	-	-	658,807.59
WestAmerica	289,412.18			289,412.18
Total	-	-	-	948,219.77

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of October 31, 2022

	<u>Oct 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
1900-00 · LAIF FUND 721	658,807.59
1902-00 · WESTAMERICA CHECKING ACCOUNT	289,412.18
Total Checking/Savings	<u>948,219.77</u>
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
1913-00 · Accounts Receivable	2,625.00
1954-10 · Due from Other Gov't	3,583.66
Total Accounts Receivable	<u>42,185.65</u>
Total Current Assets	<u>990,405.42</u>
TOTAL ASSETS	<u><u>990,405.42</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-00 · ACCOUNTS PAYABLE	49,433.71
Total Accounts Payable	49,433.71
Other Current Liabilities	
2500-00 · PAYROLL TAXES PAYABLE	-140,608.19
2600-00 · HEALTH INSURANCE PAYABLE	-5,429.45
2700-00 · CalPERS RETIREMENT PAYABLE	-80,492.18
Total Other Current Liabilities	<u>-226,529.82</u>
Total Current Liabilities	<u>-177,096.11</u>
Total Liabilities	-177,096.11
Equity	
3000 · Opening Bal Equity	-23,684.20
3001-00 · FUND BALANCE	1,449,811.82
Net Income	<u>-258,626.09</u>
Total Equity	<u>1,167,501.53</u>
TOTAL LIABILITIES & EQUITY	<u><u>990,405.42</u></u>

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

October 2022

	<u>Oct 22</u>
Ordinary Income/Expense	
Income	
4301-00 · INTEREST INCOME	2,775.27
4468-00 · OES-ENGINE INCOME	6,156.96
4468-10 · OES-PERSONNEL	11,356.10
4468-20 · OES-Strike Team Other Reimburse	1,751.31
4620-10 · TRAINING	2,625.00
4640-00 · 727 to be transferred	555.66
4902 · GRANT VFA	6,358.80
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Total Income	31,579.10
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Gross Profit	31,579.10
Expense	
5050-00 · Salaries-Holiday Pay	0.00
5060-00 · Salaries-Vacation Buyback	0.00
5101-21 · Salaries-O/T Chief	10,957.20
5101-30 · Salaries-OFFICE MGR.	1,775.03
5101-40 · Salaries-CAPTAIN	11,522.20
5101-41 · Salaries-O/T Captain	14,426.16
5101-42 · Salaries-OT Planned Capt	2,282.84
5102-00 · Salaries-SNL FF	13,965.50
5102-23 · Paid Call Firefighters	728.00
5102-25 · STRIKE TEAM PAY	7,016.00
5103-00 · RETIREMENT EXPENSE	-51,243.39
5104-00 · GROUP INSURANCE	
5104-10 · Group Insurance	-2.00
5104-20 · Group Insurance Reimbursement	2,267.98
5104-00 · GROUP INSURANCE - Other	3,227.37
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Total 5104-00 · GROUP INSURANCE	5,493.35
5105-00 · PAYROLL TAX EXPENSE	8,471.10
5106-00 · WORKERS COMP	20,263.00
5202-10 · CLOTHING-UNIFORMS PERMANENT	0.00
5206-00 · HOUSEHOLD EXPENSE	129.47
5209-00 · MAINT-EQUIPMENT	97.50
5210-00 · MAINT-STRUCTURE	4,285.14
5211-00 · MAINT-AUTO	1,666.56
5214-10 · SUPPLIES-OPERATING	48.29
5215-00 · PROFESSIONAL SERVICE	6,310.45
5223-00 · FUEL	1,372.06
5224-00 · UTILITIES	1,195.94
5300-30 · OES MISC STRIKE TEAM EXPENSE	1,142.88
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Total Expense	61,905.28
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Net Ordinary Income	-30,326.18
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OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

October 2022

	Oct 22
Net Income	<u><u>-30,326.18</u></u>