

**OPHIR HILL FIRE PROTECTION DISTRICT
AGENDA
BOARD OF DIRECTORS MEETING
Monday – January 9, 2023
4:00 PM**

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
2023:**

March
June
September
December

IV. OLD BUSINESS

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

V. NEW BUSINESS

1. Appreciation Dinner

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, December 12, 2022
4:30 p.m.

I. STANDING ORDERS

1. CALL TO ORDER - Meeting called to order at 4:32 p.m. by Chairman Armacher
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL - Chairman Armacher, Vice-Chairman Borgnis, Director Martin, Director Peterson, Director Sousa
Others Present: Captain Wheeler, Board Secretary Monique Sousa
Absent: Chief Robb Rothenberger

II. SPECIAL ORDERS

1. Approve Board Minutes from previous meeting on November 14, 2022.

MOTION I – Director Peterson motioned to approve the meeting minutes.

2nd by Vice-Chairman Borgnis

VOTE: Unanimous

2. Chief's Report

Chief report given by Chairman Armacher as Chief Rothenberger was on a call. Reviewed November's report. All equipment is in service. The roster is at 17 and OHFPD is actively looking for more volunteer firefighters. OHFPD is waiting for the water tender to be returned by the mechanic. The Annual Crab Feed will not be held this year. The OHFPD Association meeting is scheduled for the third Wednesday of every month as needed. OHFPD is participating in the Adopt-A-Family for one family through Union Hill School. OHFPD did not participate in the Nevada County Toy Run or the Colfax Light Parade due to weather. The Type 3 will be decorated with Christmas lights and left out for the community to enjoy but will be serviceable and ready for any calls.

3. Financial Statements and Warrant Requests

Monique Sousa reported the fund balances as outlined below:

Fund Balance for LAIF 721 \$ 596,832.14

Fund Balance for 727 LAIF \$

Fund Balance for 765 LAIF \$

West America Checking \$ 227,162.77

MOTION II – Vice-Chairman Borgnis motioned to approve the financial statements.

2nd by Chairman Peterson

VOTE: Unanimous

III. FIRE INSPECTIONS – report presented by Captain Nelson

2022

March

May

June

July

September

November

December – Postponed as Chief Rothenberger has a report from Captain Nelson.

Fire Chief's Report

January 2023

Incidents

Date	Time	Type	Location	Agency
12/2	1622	Medical/ Back injury	Somerset Dr.	OPH
12/2	1715	Medical/Difficulty breathing	Stonebridge Wy.	OPH
12/2	2200	Public assist/ Lift assist	Tiger Lily Ln.	OPH
12/2	2350	MVA	174 X E.Empire St.	OPH
12/4	2205	Medical/Stroke	Somerset Dr.	OPH
12/6	1120	Commercial fire alarm	Greenhorn Rd.	NCC
12/7	0133	Medical/High BP	Brunswick Dr.	OPH
12/7	1320	Vehicle fire	Blue Jay Hill Rd.	OPH
12/7	2142	Public assist/Lift assist	Terrance Pines Ct.	OPH
12/8	0824	Public assist/Lift assist	Chatsworth Ln.	OPH
12/8	1033	Medical/ Amputation	Lower Colfax Rd.	OPH
12/9	0232	MVA with fire	174 X Wabash	PCP
12/9	0810	Public assist/Lift assist	Terrance Pines Ct.	OPH
12/9	2214	Medical/ Ill person	Brunswick Dr.	OPH
12/10	1353	Public assist/ Trees into roadway	174 x Somerset Dr.	OPH
12/11	0835	Medical/11-44	Lower Colfax Rd.	OPH
12/11	1528	MVA	Rattlesnake X Highland	OPH
12/12	1603	Structure Fire WT-42	Secret Town Rd.	Cal Fire
12/13	0045	Public assist/Lift assist	Wymer Ln.	OPH
12/13	1552	MVA	Hwy.174 X Maple Wy.	PCP
12/14	1008	Commercial fire alarm	Slo Poke Ln.	OPH
12/16	0347	Control burn check	E.Bennett Rd.	OPH
12/17	0225	Public assist/Lift assist	Pine Cone Cr.	OPH
12/17	0944	Public assist/Lift assist	Bartlett Dr.	OPH
12/17	1429	Medical/Choking	Bass Tr.	PCP
12/17	1553	Public assist/ Lift assist	Bartlett Dr.	OPH
12/18	1119	Medical/Ill person	Omega Ct.	OPH
12/19	0742	FMS/Gas hazard	Lower Colfax Rd.	OPH

12/20	0925	Medical/Difficulty breathing	Brunswick Rd.	OPH
12/20	2029	Medical/Allergic reaction	Mill Creek Rd.	NCC
12/20	2358	MVA	Highland Dr.	OPH
12/20	0038	Medical/Fall	Rattlesnake Rd.	OPH
12/22	1131	Medical/Chest Pain	Knoll Top Dr.	NCC
12/23	1034	Medical/ill Person	Omega Ct.	OPH
12/23	1450	Medical/ High BP	Rattlesnake Rd.	OPH
12/23	1904	Medical/Pancreas	Greenhorn Rd.	OPH
12/24	1639	Residential fire alarm	Greenhorn Access Rd.	PCP
12/26	1501	Structure fire	Mount Olive Rd.	PCP
12/27	1141	Residential fire alarm	Greenway Pl.	OPH
12/27	1210	Residential fire alarm	Beauview Rd.	OPH
12/27	1337	Residential fire alarm	Greenway Pl.	OPH
12/28	1045	MVA	174 x Orchard Springs Rd.	PCP
12/29	0901	Residential fire alarm	Capital Dr.	PCP
12/29	1728	Public assist/Lift assist	Rattlesnake Rd.	NCC
12/29	2238	Medical/ill person	Greenhorn Rd.	NCC
12/30	1119	Medical/ Echo	Cedar Ridge Dr.	OPH
12/30	1758	Medical/ill person	Day Rd.	PCP

47 total incidents. 33 OPH, 8 PCP, 5 NCC, 1 Cal Fire

Roster is at 18.

All equipment in service and available.

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

Account	Fund			Total
	721	727	765	
LAIF	596,611.40	-	-	596,611.40
WestAmerica	282,357.19			282,357.19
Total	-	-	-	878,968.59

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of December 31, 2022

	Dec 31, 22
ASSETS	
Current Assets	
Checking/Savings	
1900-00 · LAIF FUND 721	
1900-01 · LAIF Mitigation portion	31,187.03
1900-00 · LAIF FUND 721 - Other	565,424.37
Total 1900-00 · LAIF FUND 721	596,611.40
1902-00 · WESTAMERICA CHECKING ACCOUNT	282,357.19
Total Checking/Savings	878,968.59
Accounts Receivable	
1910-00 · A/R Taxes	27,598.16
1911-00 · A/R Assessments Receivable	11,912.26
1912-00 · A/R Interest Receivable	230.48
1954-10 · Due from Other Gov't	6,306.65
Total Accounts Receivable	46,047.55
Total Current Assets	925,016.14
TOTAL ASSETS	925,016.14
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-00 · ACCOUNTS PAYABLE	15,292.57
Total Accounts Payable	15,292.57
Other Current Liabilities	
2500-00 · PAYROLL TAXES PAYABLE	-123,936.98
2700-00 · CalPERS RETIREMENT PAYABLE	-77,942.78
Total Other Current Liabilities	-201,879.76
Total Current Liabilities	-186,587.19
Total Liabilities	-186,587.19
Equity	
3000 · Opening Bal Equity	-23,684.20
3001-00 · FUND BALANCE	1,350,038.18
3001-01 · FUND-MITIGATION	27,189.34
Net Income	-241,939.99
Total Equity	1,111,603.33

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of December 31, 2022

TOTAL LIABILITIES & EQUITY

Dec 31, 22

925,016.14

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

December 2022

	Dec 22
Ordinary Income/Expense	
Income	
4301-00 · INTEREST INCOME	120.74
4468-00 · OES-ENGINE INCOME	12,570.46
4468-10 · OES-PERSONNEL	73,351.13
4468-20 · OES-Strike Team Other Reimburse	25,359.31
4496-00 · PROP 172	20,292.57
4620-10 · TRAINING	70.00
Total Income	131,764.21
Gross Profit	131,764.21
Expense	
5000-00 · Salaries & Benefits	-6,426.87
5050-00 · Salaries-Holiday Pay	1,417.50
5060-00 · Salaries-Vacation Buyback	5,975.00
5101-10 · Salaries-BOOKKEEPER	250.00
5101-20 · Salaries-CHIEF	16,832.80
5101-21 · Salaries-O/T Chief	2,560.65
5101-30 · Salaries-OFFICE MGR.	3,522.50
5101-40 · Salaries-CAPTAIN	23,044.40
5101-41 · Salaries-O/T Captain	4,462.46
5101-42 · Salaries-OT Planned Capt	3,634.96
5102-00 · Salaries-SNL FF	17,289.00
5102-23 · Paid Call Firefighters	784.00
5102-25 · STRIKE TEAM PAY	10,610.74
5103-00 · RETIREMENT EXPENSE	8,786.06
5104-00 · GROUP INSURANCE	
5104-10 · Group Insurance	0.00
5104-20 · Group Insurance Reimbursement	4,535.96
5104-00 · GROUP INSURANCE - Other	5,112.68
Total 5104-00 · GROUP INSURANCE	9,648.64
5105-00 · PAYROLL TAX EXPENSE	2,449.01
5202-10 · CLOTHING-UNIFORMS PERMANENT	0.00
5203-00 · COMMUNICATIONS	162.00
5206-00 · HOUSEHOLD EXPENSE	211.74
5209-00 · MAINT-EQUIPMENT	587.02
5209-10 · MAINT-OFFICE EQUIP	390.00
5210-00 · MAINT-STRUCTURE	185.82
5212-00 · MEMBERSHIPS	255.00
5213-00 · MEDICAL SUPPLY	24.60
5214-00 · SUPPLIES-OFFICE	629.10
5214-10 · SUPPLIES-OPERATING	89.12
5219-10 · SMALL TOOLS-FIRE EQUIPMENT	52.96
5220-10 · TRAINING EXPENSE	2,167.00
5223-00 · FUEL	995.21

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

December 2022

	Dec 22
5224-00 · UTILITIES	<u>1,058.11</u>
Total Expense	<u>111,648.53</u>
Net Ordinary Income	<u>20,115.68</u>
Net Income	<u><u>20,115.68</u></u>