

**OPHIR HILL FIRE PROTECTION DISTRICT
AGENDA
BOARD OF DIRECTORS MEETING
Monday, July 10, 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:

February

March

April

May

June

September

December

IV. OLD BUSINESS

1. ID badges
2. Personnel and Hiring
3. Grass Valley Car Show Participation
4. Board Member Open Seat

V. NEW BUSINESS

1. Update on LAFCO and R&R, Penn Valley, NCCFD consolidation
2. Update on Incident reporting system
3. Update on Fourth of July Parade info
4. OHFPD Water Tender 52
5. Review and possible update of Fire District Assessment
6. Present, review and adopt Fire Suppression Benefit Assessment 2006-1, Resolutions 2023-02

VI. CORRESPONDENCE

VII. PUBLIC COMMENT

VII. MOTION TO ADJOURN

Ophir Hill Fire District
Board of Directors Agenda
May 9th, 2011

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 12, 2023
4:00 p.m.

I. STANDING ORDERS

1. CALL TO ORDER - Meeting called to order at 4:00 p.m. by Chairman Armacher
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL - Chairman Armacher, Director Martin, Director Peterson, Director Sousa
Others Present: Chief Robb Rothenberger, Captain Jon Nelson, Captain Bryan Wheeler, and Board Secretary Monique Sousa

II. SPECIAL ORDERS

1. Approve Board Minutes from previous meeting on May 8, 2023.
MOTION I – Director Peterson motioned to approve the meeting minutes.
2nd by Director Martin
VOTE: Unanimous
2. Chief's Report
Chief Report given by Chief Rothenberger – see report for details.
OES Water Tender 42 is still being serviced. OHFPD Water Tender 52 is currently being serviced at G&T Trucking and an estimate is expected soon. Alternative options to repairing the water tender were discussed.
Dave Baldwin, a retired Battalion Chief from City of Sacramento Fire has agreed to be a WT driver and will also do trainings for OHFPD.
3. Financial Statements and Warrant Requests
Monique Sousa reported the fund balances as outlined below:
Fund Balance for LAIF 721 \$ 603,769.59
Fund Balance for 727 LAIF \$
Fund Balance for 765 LAIF \$
West America Checking \$ 673,538.60
MOTION II – Director Peterson motioned to approve the financial statements.
2nd by Director Martin
VOTE: Unanimous

III. FIRE INSPECTIONS – report presented by Captain Nelson

2023

February – done

March – done

April – done

May – done

June – Captain Nelson reports that the last fire inspection is this week and re-inspections are being scheduled as needed.

September

December

IV. OLD BUSINESS

1. ID Badges

Captain Nelson has a meeting scheduled this Friday with the badge machine company to discuss options.

2. Personnel and Hiring

Due to increased costs, Chief Rothenberger explained that OHFPD will not be able to hire 3 Full Time Fire Fighters as discussed in last month's Board meeting. The Board discussed the procedure to increase the fire district assessment for OHFPD. Chief Rothenberger will bring more information to next month's board meeting.

3. Grass Valley Car Show

OHFPD plans to participate in the following events:

July 15th - Grass Valley Car Show, Engine 1

July 4th – Fourth of July Celebration in Grass Valley, Engine 1. Director Martin will transport

June 17th – Nevada Union Cheer Car Show, Engine 1. Application to be submitted.

Flag Day Celebration, an in-service engine from the district. Details to follow.

4. Board Meeting Open Seat

Chief Rothenberger will check in with Rich Ramey.

V. NEW BUSINESS

1. Audit Completed

Findings discussed. Financial Statement Report available in Board Secretary's office.

2. Review and Approve 2023-2024 Preliminary Budget.

Discussed and approved the preliminary budget.

MOTION III – Director Peterson motioned to approve 2023-2024 Preliminary Budget.

2nd by Director Sousa

VOTE: Unanimous

3. Resolution and Approval of Fire Risk Management Services (formerly FASIS) Joint Powers Agreement

Postponed until next month.

VI. CORRESPONDENCE

VII. PUBLIC COMMENT

1. Lily Pruet Hero's Softball Tournament which raises money for the Nevada County Law Enforcement and Fire Protection Council was held on June 10. Ophir Hill Fire placed fourth.

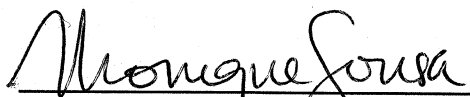
VIII. MOTION TO ADJOURN

MOTION IV – Director Peterson motioned to adjourn the meeting at 5:12 p.m.

2nd by Director Martin

VOTE: Unanimous

Attest:


Monique Sousa – Board Secretary

7/10/2023
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 2023

Incidents

Date	Time	Type	Location	Agency
6/1	0940	Medical/Difficulty breathing	Bartlett Dr.	OPH
6/3	1131	MVA	Idaho Maryland Rd.	NCC
6/3	2023	Code 2 medical/Abdominal pain	Greenhorn Rd.	OPH
6/4	1540	MVA	East Bennett Rd.	OPH
6/5	1415	Vegetation fire	Cedar Ridge Dr.	OPH
6/5	1737	Medical/Fall	Woodrose Wy.	OPH
6/5	2140	MVA	Brunswick Rd.	OPH
6/7	0027	Medical/Chest pain	Julia Ranch Rd.	NCC
6/7	0823	Medical/Person down	Brunswick Rd.	OPH
6/7	1316	Medical/Difficulty breathing	Brooks Rd.	OPH
6/7	1559	Public assist/Lift assist	Copper Dr.	OPH
6/8	0038	Medical/Stroke	Julia Ranch Rd.	NCC
6/8	0721	Vegetation fire	East Bennett Rd.	OPH
6/8	1040	Agency assist/ Search	Hwy.174	OPH
6/9	1421	Medical/Nosebleed	Somerset Dr.	OPH
6/9	1756	Medical/Alcohol detox	Lava Rock Ave.	OPH
6/10	1729	Code 2 medical/Shoulder injury	Gold Hill Dr.	OPH
6/11	1219	Medical/Suicidal person	Greenhorn Rd.	NCC
6/11	1602	MVA	Casa Loma Rd.	OPH
6/11	1843	Medical/Overdose	Woodrose Wy.	OPH
6/12	1803	Residential fire alarm	N.Meadowview Wy.	PCP
6/12	1832	Medical/Assault	Woodrose Wy.	OPH
6/13	2055	Code 2 medical/ Back pain	Sunrise Ln.	OPH
6/13	2110	Medical/Overdose	Brookview Dr. Circle	OPH
6/14	1334	Medical/Ill person	Omega Ct.	OPH
6/14	1530	Public assist/Lift assist	Copper Dr.	OPH
6/14	1754	Vegetation fire	Seven Cedars Dr.	PCP
6/15	0358	Medical/Medical alarm	Chatsworth Ln.	OPH
6/15	1655	Vegetation fire	American Ranch Ct.	NCC
6/16	0545	Medical/Ill person	Chatsworth Ln.	OPH

6/16	0951	Commercial Fire Alarm	Chicago Park School	PCP
6/16	1031	Boat accident	Rollins Lake	PCP
6/16	1137	FMS/Tree across road	Quail Ridge Ct.	PCP
6/16	1231	MVA	You Bet Rd.	PCP
6/16	1625	Debris fire	Dog Bar Rd.	NCC
6/17	0616	Medical/Echo response	Last Mile Rd.	PCP
6/17	1158	Vegetation fire	Greenhorn Rd.	OPH
6/17	1518	Code 2 medical/Fall	Brooks Rd.	OPH
6/17	1914	Residential structure fire	Greenhorn Rd.	NCC
6/18	0754	Code 2 medical/Dehydrated	Somerset Dr.	OPH
6/18	2354	Medical/Fall	Greenhorn Rd.	NCC
6/19	0757	Code 2 medical/Hip pain	Partridge Rd.	OPH
6/19	1716	Public assist/Lift assist	Brunswick Dr.	OPH
6/19	1733	Medical/Echo response	Footwall Dr.	OPH
6/20	2226	Code 2 medical/BP issue	Brunswick Pines Rd.	NCC
6/21	1828	Residential structure fire	Tahoe Ct.	PCP
6/21	2008	Medical/Difficulty breathing	Pioneer Ridge Rd.	NCC
6/22	0051	MVA	Greenhorn Rd.	NCC
6/22	0530	Residential structure fire	Towie Ln.	OPH
6/22	1033	Medical/Echo response	Anvil Rd.	NCC
6/22	1642	MVA	Hwy.174	OPH
6/23	1321	Residential structure fire	Racoon Mountain Rd.	NCC
6/23	1606	MVA	Rattlesnake Rd.	OPH
6/23	1839	Medical/Domestic dispute	Cedar Ridge Dr.	OPH
6/25	0121	Code 2 medical/Infected hand	Green Ln.	OPH
6/25	2013	FMS/Gas hazard	Bartlett Dr.	OPH
6/26	1030	Code 2 medical/Foot pain	Green Ln.	OPH
6/28	0503	Medical/Chest pain	Green Ln.	OPH
6/28	0837	Residential structure fire	Brunswick Dr.	OPH
6/28	1729	Medical/Stroke	Old Tunnel Rd.	GRV
6/29	0610	Code 2 medical/Body pain	Rattlesnake Rd.	OPH
6/29	1641	Code 2 medical/NCSO pt, check	Cedar Ridge Y	OPH

62 incidents. 40 in OPH, 8 in PCP, 13 in NCC, 1, GRV.

Ophir Hill Fire Protection District
Fund Balances
As of June 2023

Account	Fund			Total
	721	727	765	
LAIF	603,769.59	-	-	603,769.59
WestAmerica	613,704.30	-	-	613,704.30
Total		-	-	1,217,473.89

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of June 30, 2023

	Jun 30, 23
ASSETS	
Current Assets	
Checking/Savings	
1900-00 · LAIF FUND 721	
1900-01 · LAIF Mitigation portion	31,187.03
1900-00 · LAIF FUND 721 - Other	572,582.56
	603,769.59
Total 1900-00 · LAIF FUND 721	603,769.59
1902-00 · WESTAMERICA CHECKING ACCOUNT	613,704.30
	1,217,473.89
Total Checking/Savings	1,217,473.89
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
	46,047.55
Total Accounts Receivable	46,047.55
Total Current Assets	1,263,521.44
TOTAL ASSETS	1,263,521.44
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-00 · ACCOUNTS PAYABLE	24,114.28
	24,114.28
Total Accounts Payable	24,114.28
Other Current Liabilities	
2500-00 · PAYROLL TAXES PAYABLE	-115,243.90
2700-00 · CalPERS RETIREMENT PAYABLE	-83,821.35
	-199,065.25
Total Other Current Liabilities	-199,065.25
Total Current Liabilities	-174,950.97
Total Liabilities	-174,950.97

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of June 30, 2023

	<u>Jun 30, 23</u>
Equity	
3000 · Opening Bal Equity	-23,684.20
3001-00 · FUND BALANCE	1,349,729.78
3001-01 · FUND-MITIGATION	27,189.34
Net Income	85,237.49
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Total Equity	1,438,472.41
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TOTAL LIABILITIES & EQUITY	<u>1,263,521.44</u>

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

June 2023

	Jun 23
Ordinary Income/Expense	
Income	
4110-00 · Special Assessment Hand Bills	160.22
4301-00 · INTEREST INCOME	143.64
4496-00 · PROP 172	6,730.14
4640-00 · 727 to be transferred	170.37
4806-00 · DONATIONS	100.00
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Total Income	7,304.37
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Gross Profit	7,304.37
Expense	
5050-00 · Salaries-Holiday Pay	0.00
5060-00 · Salaries-Vacation Buyback	3,970.00
5101-20 · Salaries-CHIEF	8,416.40
5101-21 · Salaries-O/T Chief	0.00
5101-30 · Salaries-OFFICE MGR.	1,653.75
5101-40 · Salaries-CAPTAIN	12,987.12
5101-41 · Salaries-O/T Captain	783.38
5101-42 · Salaries-OT Planned Capt	2,572.92
5102-00 · Salaries-SNL FF	7,335.50
5102-23 · Paid Call Firefighters	480.50
5102-25 · STRIKE TEAM PAY	0.00
5103-00 · RETIREMENT EXPENSE	4,468.94
5104-00 · GROUP INSURANCE	
5104-10 · Group Insurance	0.00
5104-20 · Group Insurance Reimbursement	2,429.58
5104-00 · GROUP INSURANCE - Other	2,770.96
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Total 5104-00 · GROUP INSURANCE	5,200.54
5105-00 · PAYROLL TAX EXPENSE	1,124.48
5202-10 · CLOTHING-UNIFORMS PERMANENT	0.00
5203-00 · COMMUNICATIONS	770.51
5205-00 · FOOD	40.39
5206-00 · HOUSEHOLD EXPENSE	971.41
5209-00 · MAINT-EQUIPMENT	78.74
5210-00 · MAINT-STRUCTURE	475.08
5211-00 · MAINT-AUTO	207.58
5214-10 · SUPPLIES-OPERATING	179.95
5215-00 · PROFESSIONAL SERVICE	27.74
5216-00 · PUBLICATIONS	72.56
5217-00 · RENTS-EQUIPMENT	225.00
5219-10 · SMALL TOOLS-FIRE EQUIPMENT	1,750.18
5219-20 · SMALL TOOLS-MISC.	42.99
5220-10 · TRAINING EXPENSE	250.00
5220-60 · MISC/ANNUAL MEETING	90.00
5223-00 · FUEL	1,776.61

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

June 2023

	Jun 23
5224-00 · UTILITIES	855.49
5331-00 · GRANT VFA EXPENDITURES	3,335.69
Total Expense	60,143.45
Net Ordinary Income	-52,839.08
Net Income	-52,839.08