

OPHIR HILL FIRE PROTECTION DISTRICT
AGENDA
BOARD OF DIRECTORS MEETING
Monday – August 10, 2020
4:00PM

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. **CORRESPONDENCE**

IV. **OLD BUSINESS**

1. Ventilation system for engine bay – ongoing and updates

V. **NEW BUSINESS**

1. Auto Aid Agreements

VI. **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

Fire Chief's Report

July 2020

Date	Time	Type	Location	Agency
1. 7/1	2305	Medical/Chest pain	Somerset Dr.	OPH
2. 7/2	0724	FMS/ Gas Leak	Cedar Ridge Dr.	OPH
3. 7/2	1132	Public Assist/ Lift assist	Highway 174	OPH
4. 7/2	1633	Fire Alarm	Somerset Dr.	OPH
5. 7/2	2024	Medical/Stroke	Pine Hill Dr.	OPH
6. 7/6	1501	Medical/Fall From Horse	Admiral Ln.	OPH
7. 7/6	1733	Medical/Chest pain	Pine Hill Dr.	OPH
8. 7/7	0159	Strike Team/ Numbers Inc.	Nevada	BLM
9. 7/7	1446	Vehicle accident	174 x Bertino Rd.	PCP
10. 7/8	1337	Vegetation Fire WT-52	Gamble Ln.	Cal Fire
11. 7/9	1216	Medical/Lacerations	Rattlesnake Rd.	OPH
12. 7/9	1335	Vegetation Fire E-5269	Smartsville Rd.	Cal Fire
13. 7/10	1230	Vehicle Accident	Hwy.174 x Rattlesnake	OPH
14. 7/10	1834	Medical/Allergic Reaction	Osborne Hill Rd.	OPH
15. 7/13	2101	Fire Alarm	Admiral Ln.	OPH
16. 7/14	0002	Medical/Unresponsive pt.	Uncle Sonny's	OPH
17. 7/19	1559	Medical/Fall	Empire Mine S.H.P.	OPH
18. 7/19	2200	Strike Team/Hog Fire	Lassen Modoc	Cal Fire
19. 7/20	1432	Vehicle Accident	Hwy.174 x You Bet	PCP
20. 7/20	1810	Smoke Check	Osborne Hill	OPH
21. 7/23	1615	Structure Fire	Limerick Ln.	PCP
22. 7/27	0621	Code 2 Medical/ Ill Person	Honeysuckle Way	OPH
23. 7/27	1502	Medical/Diff. Breathing	Highland Dr.	OPH
24. 7/27	2321	Structure Fire WT-52	Hoot Owl Rd.	PNV
25. 7/28	2051	Medical/Vomiting Blood	Honeysuckle Way	OPH
26. 7/30	1644	Medical/ Seizures	Brooks Rd.	OPH
27. 7/30	1649	Fire Alarm	Highway 174	PCP
28. 7/30	1937	Medical/ Diff. Breathing	Rattlesnake Rd.	OPH
29. 7/30	2150	Medical/Diff. Breathing	McQuiston Ln.	PCP
30. 7/30	2332	Vehicle Fire	E. Empire St.	GVC
31. 7/31	1343	Medical/Echo	Lost Lake Rd.	NCC
32. 7/31	2028	Medical/ Fall	Casa Loma Dr.	OPH

OPH	21	GVC	1
PCP	5	PNV	1
NCC	1	Cal Fire	3

Engine 5269 OOS

All other equipment in service.

Roster is at 27 with 3 applications pending.

**OPHIR HILL FIRE PROTECTION DISTRICT
MEETING MINUTES
BOARD OF DIRECTORS MEETING
Monday – July 13, 2020
4:00PM**

I. STANDING ORDERS

1. *CALL TO ORDER – Meeting called to order at 16:00 hours by Chairman Armacher*
2. *PLEDGE OF ALLEGIANCE*
3. *ROLL CALL – Chairman Armacher, Vice Chairman Borgnis, Director Sousa, Director Martin, Director Peterson
Others Present: Chief Rothenberger, Kris Stoeckle-Board Secretary, Captian Jon Nelson
Guest Dane Wadle-Sierra Network
Absent:*

II. SPECIAL ORDERS

1. Approve Board Minutes from previous meeting – June 2020
MOTION I – Director Martin motioned to approve meeting minutes.
2nd by Vice Chairman Borgnis
VOTE: Unanimous
2. Chief's Report – see attached report for details provided by Chief Rothenberger.
July incidents – see attached report for details. Occu Med is operating through Yuba Docs (with the current COVID situation). Statewide shutdowns for Nevada County and surrounding counties. Station limits number of people inside and a close watch on and meeting the needs of community. Type 6 bumper arrived and waiting on other items to arrive. Engine 52 out with strike team to Numbers Fire. CalFire will instill new COVID 19 rules with limits are eating in crowds, etc.
3. Financial Statements & Warrant Requests – Kris Stoeckle reported fund balance as outlined below:
Fund Balance for 721 \$ 111,514.79
Fund Balance for 727 \$ 22,782.67
Fund Balance for 765 \$ 11,351.55
West America Checking \$ 769,192.39
MOTION II – Vice Chairman Borgnis motioned to approve Chief Report, Financial Statement and Warrants
2nd by Director Martin
VOTE: Unanimous

III. CORRESPONDENCE

IV. OLD BUSINESS

1. Call for Election – now due and must be filed by August 7, 2020

V. NEW BUSINESS

1. Guest Introduction – Dane Wadle, Senior Public Affairs Field Coordinator – Sierra Network
Provided packet of information and spoke briefly about what his services are and how they apply to us. Main office in Sacramento with a mission to provide services once agency joins. Currently working on providing financial reliefs due to COVID 19 impacts. Information packet on file in office should anyone desire to see all details.
2. Sale of E-5291 – no need to keep with updates on Type 6. Must be sold outside of California and will advertise as CalFire model 11. Starting price at \$12,500.00.
3. Approve and Review Preliminary Budget for 2020-21 – Chief commented since we do not have final numbers from county yet, this is only preliminary figures.
4. Approve District Election 2020 Resolution 2020-03 – standard procedure – no changes
5. Ventilation system for engine bay – brought to Chairman’s attention. Chief spoke to past reviews and he will look at getting new bids and provide updates to all. Possible grant availability to cover costs.
6. Ophir Hill Fire’s MOU Contract – Captain Nelson presented Board Members with one change to MOU. This change would increase the contract amount by \$200.00 under the medical insurance reimbursement amount.

MOTION III – Director Martin motioned to approve above Resolutions to include set dollar amount for engine sale starting at \$12,500.00

2nd by Vice Chairman Borgnis

VOTE: Unanimous

MOTION IV – Director Sousa motioned to approve the increase to MOU for 2020-21

2nd by Director Martin

VOTE: Unanimous

VI. PUBLIC COMMENT

VII. MOTION TO ADJOURN

MOTION IV – Director Sousa motioned to adjourn 17:20 hour

2nd by Director Martin

VOTE: Unanimous

Attest:

Kris Stoeckle 8-10-20
 Kris Stoeckle – 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).

**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

Fund Balances

As of July 31, 2020

Account	Fund			Total
	721	727	765	
LAIF	111,514.78	22,782.67	11,351.55	145,649.00
WestAmerica	688,603.41			688,603.41
Total	800,118.19	22,782.67	11,351.55	834,252.41

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of July 31, 2020

	<u>Jul 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
1900-00 · LAIF FUND 721	111,514.78
1902-00 · WESTAMERICA CHECKING ACCOUNT	688,603.41
1905 · Bank of The West Checking	76,368.24
1906 · Bank of The West Petty Cash	99.04
1919-00 · WESTAMERICA-PETTY CASH	<u>-54.00</u>
Total Checking/Savings	876,531.47
Accounts Receivable	
1910-00 · A/R Taxes	65,312.80
1912-00 · A/R Interest Receivable	13,172.32
1913-00 · Accounts Receivable	-21,742.66
1954-10 · Due from Other Gov't	<u>65,509.28</u>
Total Accounts Receivable	122,251.74
Total Current Assets	<u>998,783.21</u>
TOTAL ASSETS	<u><u>998,783.21</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-00 · ACCOUNTS PAYABLE	17,495.28
2450 · Payroll Payable	<u>34,167.14</u>
Total Accounts Payable	51,662.42
Other Current Liabilities	
2110 · Direct Deposit Liabilities	1.00
2500-00 · PAYROLL TAXES PAYABLE	-20,431.26
2510-00 · PAYROLL DEDUCTIONS PAYABLE	2,750.00
2600-00 · HEALTH INSURANCE PAYABLE	8,779.44
2700-00 · CalPERS RETIREMENT PAYABLE	-13,724.40
2950 · UNAVAILABLE REVENUE	<u>102,702.93</u>
Total Other Current Liabilities	80,077.71
Total Current Liabilities	<u>131,740.13</u>
Total Liabilities	131,740.13

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of July 31, 2020

	<u>Jul 31, 20</u>
Equity	
3001-00 · FUND BALANCE	948,440.27
Net Income	<u>-81,397.19</u>
Total Equity	<u>867,043.08</u>
TOTAL LIABILITIES & EQUITY	<u><u>998,783.21</u></u>

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

July 2019 through July 2020

	Jul '19 - Jul 20
Ordinary Income/Expense	
Income	
4001-00 · CURRENT SECURED TAX	451,675.64
4002-00 · PRIOR SEC TAX	-93.03
4003-00 · CURRENT UNSECURED TAX	7,352.42
4004-00 · PUBLIC UTILITY	198.95
4017-00 · SUPPLEMENTAL SECURED TAX	6,953.84
4018-00 · SUPP UNSECURED TAX	260.29
4028-00 · SUPP PRIOR UNSECURED	52.08
4040-00 · ST HOMEOWNERS PROP	3,692.88
4100-00 · Special Assessment Tax Roll	251,965.60
4301-00 · INTEREST INCOME	2,406.37
4468-00 · OES-ENGINE INCOME	11,760.07
4468-10 · OES-PERSONNEL	14,476.83
4468-20 · OES-Strike Team Other Reimburse	107,766.59
4496-00 · PROP 172	58,217.85
4620-00 · OTHER REVENUE	76,015.04
4620-10 · TRAINING	150.00
4640-00 · 727 to be transferred	5,187.51
4806-00 · DONATIONS	4,200.00
4902 · GRANT VFA	-12,651.63
Total Income	989,587.30
Gross Profit	989,587.30
Expense	
5000-00 · Salaries & Benefits	2,750.00
5050-00 · Salaries-Holiday Pay	8,217.60
5060-00 · Salaries-Vacation Buyback	14,093.36
5101-10 · Salaries-BOOKKEEPER	19,892.16
5101-20 · Salaries-CHIEF	105,413.84
5101-21 · Salaries-O/T Chief	0.00
5101-40 · Salaries-CAPTAIN	174,596.42
5101-41 · Salaries-O/T Captain	14,303.60
5101-42 · Salaries-OT Planned Capt	21,814.16
5101-50 · Salaries-Engineer	0.00
5101-61 · Salaries-O/T FF	450.00
5102-00 · Salaries-SNL FF	68,528.75
5102-10 · Salaries-SNL Eng.	117.00
5102-20 · Salaries-Cvg Relief Chief	0.00
5102-21 · Salaries-Cvg Relief Captain	12,986.95
5102-23 · Paid Call Firefighters	7,881.50
5102-25 · STRIKE TEAM PAY	57,569.84
5103-00 · RETIREMENT EXPENSE	74,754.29

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

July 2019 through July 2020

	Jul '19 - Jul 20
5104-00 · GROUP INSURANCE	
5104-10 · Group Insurance	10,086.68
5104-20 · Group Insurance Reimbursement	10,682.96
5104-00 · GROUP INSURANCE - Other	61,396.97
	<hr/>
Total 5104-00 · GROUP INSURANCE	82,166.61
5105-00 · PAYROLL TAX EXPENSE	19,072.20
5106-00 · WORKERS COMP	99,068.00
5202-00 · CLOTHING	297.94
5202-10 · CLOTHING-UNIFORMS PERMANENT	7,000.00
5202-12 · CLOTHING-SNL UNIFORMS	600.00
5202-20 · CLOTHING-STRUCTURE	1,070.50
5202-40 · CLOTHING-WILDLAND	2,516.50
5203-00 · COMMUNICATIONS	16,283.51
5205-00 · FOOD	239.04
5206-00 · HOUSEHOLD EXPENSE	7,270.67
5207-00 · INSURANCE	9,841.00
5209-00 · MAINT-EQUIPMENT	8,263.03
5209-10 · MAINT-OFFICE EQUIP	4,217.94
5210-00 · MAINT-STRUCTURE	6,990.89
5211-00 · MAINT-AUTO	20,186.55
5212-00 · MEMBERSHIPS	6,841.24
5213-00 · MEDICAL SUPPLY	1,756.90
5214-00 · SUPPLIES-OFFICE	56.80
5214-10 · SUPPLIES-OPERATING	2,496.12
5215-00 · PROFESSIONAL SERVICE	21,752.55
5216-00 · PUBLICATIONS	87.00
5217-00 · RENTS-EQUIPMENT	415.00
5219-00 · SMALL TOOLS	654.01
5219-10 · SMALL TOOLS-FIRE EQUIPMENT	3,720.82
5219-20 · SMALL TOOLS-MISC.	2,323.27
5220-00 · SPECIAL DISTRICT EXPENSE	119.61
5220-10 · TRAINING EXPENSE	1,069.76
5220-20 · SAFETY/FIRE PREVENTION	841.10
5220-60 · MISC/ANNUAL MEETING	4,252.73
5223-00 · FUEL	16,248.39
5224-00 · UTILITIES	9,220.09
5300-30 · OES MISC STRIKE TEAM EXPENSE	3,226.56
5331-00 · GRANT VFA EXPENDITURES	-16,178.64
5350-00 · SPECIAL ASSESSMENT EXPENSE	10,438.50
5405-00 · OTHER EQUIPMENT-CAPITAL IMP	27,345.13
5507-00 · RESERVE-765	207,947.24
66900 · Reconciliation Discrepancies	-1.28
	<hr/>
Total Expense	1,173,086.75
	<hr/>
Net Ordinary Income	-183,499.45

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

July 2019 through July 2020

	<u>Jul '19 - Jul 20</u>
Other Income/Expense	
Other Expense	
7500 · TRANSFER OUT	-216.00
7710 · Fees and Penalties	305.14
	<hr/>
Total Other Expense	89.14
	<hr/>
Net Other Income	-89.14
	<hr/>
Net Income	<u><u>-183,588.59</u></u>