

**OPHIR HILL FIRE PROTECTION DISTRICT
AGENDA
BOARD OF DIRECTORS MEETING
Monday – November 8, 2021
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

March - completed
June - completed
September - completed
December

IV. OLD BUSINESS

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 – October 11, 2021
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 Sousa, Director Martin,
Others Present: Chief Rothenberger, Kris Stoeckle-Board Secretary, Captain Nelson
Absent: Director Peterson

II. SPECIAL ORDERS

1. Approve Board Minutes from previous meeting – September, 2021

MOTION I – Director Sousa motioned to approve meeting minutes.

2nd by Director Martin

VOTE: Unanimous

2. Chief report was present by Chief Rothenberger – see report for details. All equipment in working order. Water tender has a few parts yet to go and still waiting for backordered items. Winding down fire activities. Chief touched base and gave overview of upcoming Auto Aide contract effective November 1st with NCCF.

3. *Financial Statements & Warrant Requests* – Kris Stoeckle reported fund balance as outlined below:

Fund Balance for LAIF 721	\$ 603,328.62
Fund Balance for 727 LAIF	\$
Fund Balance for 765 LAIF	\$
West America Checking	\$ 168,058.49

MOTION II – Director Borgnis motioned to approve Financial Statements and Warrants

2nd by Director Martin

VOTE: Unanimous

III. FIRE INSPECTIONS – reports will be presented by Captain Nelson on a quarterly basis and shared all details to

Board during Board meeting.

March - complete

June - complete

September – complete

December

IV. OLD BUSINESS

No items to be addressed

V. NEW BUSINESS

1. Audit 2020-21 needs letter to be approved and signed by Chairman Armacher. Moving forward with audit.

MOTION III – Vice Chairman motioned to approved Audit letter and Chairman to sign and submit.

2nd by Director Martin

VOTE: Unanimous

VI. CORRESPONDENCE

VII. PUBLIC COMMENT

VII. MOTION TO ADJOURN

MOTION III – Director Peterson motioned to adjourn 17:30hour

2nd by Director Martin

VOTE: Unanimous

Attest:

 11-8-21
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).

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Fire Chief's Report

November 2021

Incidents:

Date	Time	Type	Location	Agency
10/1	0952	Medical/Fall	Somerset Dr.	OPH
10/1	1112	Medical/Reaction to meds	Burma Oaks Rd.	OPH
10/1	1417	Code 2 medical/ Hip Injury	Highland Dr.	OPH
10/1	1738	Medical/ Fainting	Greenhorn Rd.	OPH
10/2	0913	MVA	Hwy.174 X You Bet Rd.	PCP
10/3	0757	Medical/ Back Pain	Highland Dr.	OPH
10/3	1703	MVA	Hwy.174 X Irish Acres Cr.	OPH
10/5	1211	Code 2 medical/ Leg pain	Capital Dr.	PCP
10/6	1424	MVA	Hwy.174 X Brunswick Rd.	OPH
10/6	1526	Medical/ Weakness	Chatsworth Ln.	OPH
10/7	1558	Medical/ Abdominal Pain	Comet Ln.	OPH
10/7	1659	Medical/ Fall	Pleasant Ln.	OPH
10/8	1125	Medical/ Urinating blood	Star Dr.	OPH
10/8	1325	Medical/ Difficulty Breathing	Burma Rd.	OPH
10/10	1752	Medical/ Attempted suicide	Brunswick Rd.	OPH
10/11	0934	Smoke Check	E.Bennett Rd.	OPH
10/11	1615	Public Assist/ Lift Assist	Chatsworth Ln.	OPH
10/12	1053	Rescue/ Victim trapped under a tree	Stinson Dr.	NCC
10/12	1104	Medical/Fall	Bernadine Ct.	NCC
10/12	1609	Vegetation Fire WT-42	Shooting Star Ln.	NCC
10/13	0002	Medical/ Possible Suicide	You Bet Rd.	PCP
10/13	2036	Vegetation Fire WT-42	Rough and Ready Hwy.	NCC
10/14	1004	Structure Fire	Rattlesnake Rd.	OPH
10/14	1418	Medical/Ill Person	Chatsworth Ln.	OPH
10/14	2203	Structure Fire	Skyline Dr.	NCC
10/14	2300	Medical/ Fall	Wymer Ln.	OPH
10/15	0753	Medical/ Unknown Medical	Rattlesnake Rd.	OPH
10/15	0946	Medical/ Heart Attack	Hoppy Hollow Rd.	NCC

10/16	1325	MVA	Hwy.174 X Wabash	PCP
10/16	1544	Medical/ Unknown	Edgewood Dr.	PCP
10/16	2155	Medical/ Difficulty Breathing	Greenhorn Rd.	OPH
10/17	1503	MVA	Birch Rd.	PCP
10/17	2122	Residential Fire Alarm	Brunswick Dr.	OPH
10/18	1003	MVA	Hwy. 174 X Rattlesnake Rd.	OPH
10/18	2121	Medical/ Difficulty Breathing	Brookview Circle	OPH
10/20	0906	Medical/ Suicide	Sundown Pl.	OPH
10/20	1210	Medical/ 11-44	Rattlesnake Rd.	OPH
10/21	1342	MVA	You Bet Rd.	PCP
10/21	1741	Medical/ Ill Person	E.Bennett Rd.	OPH
10/22	0806	Medical/ Unknown Medical	Footwall Dr.	OPH
10/22	1359	Commercial Fire Alarm	Hwy. 174	OPH
10/23	1109	Medical/ Fall	Mercury Dr.	OPH
10/23	1438	Medical/ Altered LOC	Brunswick Rd.	OPH
10/23	2148	FMS/ Tree across road	Greenhorn Rd.	NCC
10/24	0820	Code 2 Medical/ Ill Person	Brooks Rd.	OPH
10/24	0847	Medical/ Difficulty Breathing	Somerset Dr.	OPH
10/24	0953	FMS/ Tree across road	Brunswick Rd.	OPH
10/24	1317	MVA	Hwy.174 X Durango Ln.	PCP
10/24	1609	FMS/ Tree across road	Rattlesnake Rd X Birch Meadows	NCC
10/25	0815	FMS/ Tree into lines	Brunswick Rd.	OPH
10/25	1659	MVA	Hwy. 174 X Cedar Ridge Dr.	OPH
10/26	1023	Medical/ Unconscious person	Brunswick Rd.	OPH
10/26	1439	Medical/ Chest pain	Lost Lake Rd.	NCC
10/26	1601	Residential Fire Alarm	Somerset Dr.	OPH
10/26	1928	Medical/ Overdose	Admiral Ln.	OPH
10/27	0825	Public Assist/ Lift Assist	Chatsworth Ln.	OPH
10/27	1017	Medical/ Chest pain	Brookview Circle	OPH
10/28	1057	MVA	Rattlesnake Rd. X Brooks Rd.	OPH

E-521 out of service steering issues.

WT-42 out of service electrical issues.

All other equipment in service.

Roster is at 19 with 3 applications pending.

Ophir Hill Fire Protection District
Fund Balances
As of October 31, 2021

Account	Fund			Total
	721	727	765	
LAIF	404,113.73	-	-	404,113.73
WestAmerica	337,770.35			337,770.35
Total	-	-	-	741,884.08

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of October 31, 2021

	<u>Oct 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1900-00 · LAIF FUND 721	404,113.73
1902-00 · WESTAMERICA CHECKING ACCOUNT	<u>337,770.35</u>
Total Checking/Savings	741,884.08
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>781,444.73</u>
TOTAL ASSETS	<u><u>781,444.73</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-00 · ACCOUNTS PAYABLE	<u>36,314.34</u>
Total Accounts Payable	36,314.34
Other Current Liabilities	
2500-00 · PAYROLL TAXES PAYABLE	37,805.22
2600-00 · HEALTH INSURANCE PAYABLE	-5,429.45
2700-00 · CalPERS RETIREMENT PAYABLE	<u>13,447.99</u>
Total Other Current Liabilities	<u>45,823.76</u>
Total Current Liabilities	<u>82,138.10</u>
Total Liabilities	82,138.10
Equity	
3000 · Opening Bal Equity	-23,684.20
3001-00 · FUND BALANCE	1,148,621.94
Net Income	<u>-425,631.11</u>
Total Equity	<u>699,306.63</u>
TOTAL LIABILITIES & EQUITY	<u><u>781,444.73</u></u>

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

October 2021

	Oct 21
Ordinary Income/Expense	
Income	
4301-00 · INTEREST INCOME	329.95
4468-20 · OES-Strike Team Other Reimburse	24,862.67
4640-00 · 727 to be transferred	691.20
	25,883.82
Total Income	25,883.82
Gross Profit	25,883.82
Expense	
5000-00 · Salaries & Benefits	1,000.00
5050-00 · Salaries-Holiday Pay	0.00
5060-00 · Salaries-Vacation Buyback	0.00
5101-10 · Salaries-BOOKKEEPER	1,404.20
5101-20 · Salaries-CHIEF	0.00
5101-21 · Salaries-O/T Chief	0.00
5101-40 · Salaries-CAPTAIN	12,476.20
5101-41 · Salaries-O/T Captain	16,012.35
5101-42 · Salaries-OT Planned Capt	1,008.84
5101-50 · Salaries-Engineer	0.00
5101-61 · Salaries-O/T FF	427.50
5102-00 · Salaries-SNL FF	6,697.50
5102-21 · Salaries-Cvg Relief Captain	0.00
5102-23 · Paid Call Firefighters	270.00
5102-25 · STRIKE TEAM PAY	17,504.21
5103-00 · RETIREMENT EXPENSE	11,564.11
5104-00 · GROUP INSURANCE	
5104-10 · Group Insurance	440.52
5104-20 · Group Insurance Reimbursement	1,808.60
5104-00 · GROUP INSURANCE - Other	-910.58
	1,338.54
Total 5104-00 · GROUP INSURANCE	1,338.54
5105-00 · PAYROLL TAX EXPENSE	22,781.04
5106-00 · WORKERS COMP	12,850.00
5202-10 · CLOTHING-UNIFORMS PERMANENT	0.00
5203-00 · COMMUNICATIONS	221.25
5206-00 · HOUSEHOLD EXPENSE	129.61
5209-00 · MAINT-EQUIPMENT	80.38
5209-10 · MAINT-OFFICE EQUIP	679.68
5210-00 · MAINT-STRUCTURE	577.33
5211-00 · MAINT-AUTO	976.79
5213-00 · MEDICAL SUPPLY	305.87
5214-00 · SUPPLIES-OFFICE	21.86
5214-10 · SUPPLIES-OPERATING	147.10
5215-00 · PROFESSIONAL SERVICE	619.99
5223-00 · FUEL	1,451.36
5224-00 · UTILITIES	1,160.92
5300-30 · OES MISC STRIKE TEAM EXPENSE	486.03

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

October 2021

	<u>Oct 21</u>
66900 · Reconciliation Discrepancies	<u>0.03</u>
Total Expense	<u>112,192.69</u>
Net Ordinary Income	<u>-86,308.87</u>
Net Income	<u><u>-86,308.87</u></u>