

**OPHIR HILL FIRE PROTECTION DISTRICT
AGENDA
BOARD OF DIRECTORS MEETING
Monday, January 13, 2025
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 meetings held on December 9, 2024
2. Chief's Report
3. Financial Statements & Warrant Requests - Report copies and details will be provided at 3 PM

III. FIRE INSPECTIONS – Report and updates – Captain Nelson reports quarterly in January, April, July, and October.

IV. OLD BUSINESS

1. Discuss status of restructuring of the fire district
2. ID badges
3. Crab Feed

V. NEW BUSINESS

VI. CORRESPONDENCE

VII. PUBLIC COMMENT

VIII. 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 9, 2024
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, Vice-Chairman Peterson, Director Peterson and Director Sousa
Others Present: Chief Rothenberger, Board Secretary Sousa and Penn Valley Fire Protection District Chairperson of the Board Bruce Stephenson
Absent: Director Ramey

II. SPECIAL ORDERS

1. Approve Board Minutes from the previous meeting held on November 11, 2024.
MOTION I – Vice-Chairman Peterson motioned to approve the meeting minutes from November 11, 2024.
2nd by Director Martin
VOTE: Unanimous
2. Chief's Report
Chief's Report given by Chief Rothenberger – see report for details.
Captain Nelson is holding an S212 class for Contra Costa County Fire Protection District.
Chief Rothenberger is out with a shoulder injury. It is expected that he will have more news on his medical status on December 19. Station is covered through Dec 22 at which time station coverage will be revisited.
3. Financial Statements and Warrant Requests
Monique Sousa reported the fund balances as outlined below:
Fund Balance for LAIF 721 \$ 391,381.00
Fund Balance for 727 LAIF \$
Fund Balance for 765 LAIF \$
West America Checking \$ 314,618.55
MOTION II – Vice-Chairman Peterson motioned to approve the financial statements.
2nd by Director Sousa
VOTE: Unanimous

III. FIRE INSPECTIONS – report presented by Captain Nelson

Captain Nelson reports that a total of 51 fire inspections were completed for the year of 2024. There are 55 fire inspections to be completed in 2025 which will begin in the early part of January.

III. OLD BUSINESS

1. Discussion of restructuring of the fire district
On November 21, 2024 there was a LAFCo hearing. The MSR Study was approved unanimously. The ESCI independent financial study is expected to be complete by the end of December. In January, the fire districts will submit an application with the financial study, financial plan and response plans to LAFCo. LAFCo will review the reorganization proposal and

the independent financial analysis from January through March. If accepted, April through June is slotted as the 90-day protest period for citizens to submit concerns. Beginning of July consolidation can take effect. Also discussed Board of Equalization approval of tax distribution. It is expected that workshops will be scheduled with LAFCo and pertinent parties to discuss further details regarding taxes and funding.

Chairperson Stephenson recommends that the OHFPD Board of Directors write a letter to support the reorganization of fire districts and submit it to our specific district supervisors of the Nevada County Board of Supervisors. Chief Rothenberger will write the letter and the Board of Directors will approve before sending.

2. ID badges
Chief Rothenberger will have them printed once there is more staffing and time permits.
3. Crab Feed
Ophir Hill Fire Association is meeting tonight to discuss.

IV. NEW BUSINESS

V. CORRESPONDENCE

1. Richard Ramey wrote a letter of resignation and appreciation as his Board of Directors term is ending. He will be honored at the Appreciation Dinner which will tentatively be scheduled mid-March.
2. Law Enforcement Fire Protection Council Red Light Ball is scheduled April 18 at the Center for the Arts.

VI. PUBLIC COMMENT

1. The Toys for Tots parade is scheduled for December 11 at 4pm. Nevada County Consolidated Fire and OHFPD with Robinson Enterprises and Hansen Brothers and all the local fire districts and departments, ambulance services and other first responders will be participating.
2. The Nevada County Toy Run begins at noon on Saturday, December 14. OHFPD will help with traffic control.
3. Ophir Hill Fire Association adopted one family for Christmas 2024.
4. There is a new curriculum for S212 Class that Captain Nelson is conducting and it's going well.

VII. MOTION TO ADJOURN

MOTION III – Vice-Chairman Peterson motioned to adjourn the meeting at 4:47 p.m.

2nd by Director Martin

VOTE: Unanimous

Attest:

Monique Sousa – 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

Fire Chief's Report

January 2025

Incidents	OPH	PCP	NCC	GRV	Cal Fire
Medical	10	2	8	1	
MVA	1	2	2		
Public assist	1		1		
Structure fire	1	1	3		
FMS	5		1		
Debris fire	1		1		
Vehicle fire					1
Totals	19	5	16	1	1

Grand total 42 incidents.

All equipment is available and in service.

No changes to the roster it remains at 11.

**Ophir Hill Fire Protection District
Fund Balances
As of December 2024**

Account	Fund			Total
	721	727	765	
LAIF	391,381.00	-	-	391,381.00
WestAmerica	236,836.07	-	-	236,836.07
Total		-	-	628,217.07

OPHIR HILL FIRE PROTECTION DISTRICT - 721
Balance Sheet
As of December 31, 2024

	Dec 31, 24
ASSETS	
Current Assets	
Checking/Savings	
1900-00 · LAIF FUND 721	
1900-01 · LAIF Mitigation portion	36,254.47
1900-00 · LAIF FUND 721 - Other	355,126.53
Total 1900-00 · LAIF FUND 721	391,381.00
1902-00 · WESTAMERICA CHECKING ACCOU...	236,836.07
Total Checking/Savings	628,217.07
Accounts Receivable	
1910-00 · A/R Taxes	35,627.54
1911-00 · A/R Assessments Receivable	7,689.68
1912-00 · A/R Interest Receivable	722.35
1954-10 · Due from Other Gov't	6,247.85
Total Accounts Receivable	50,287.42
Total Current Assets	678,504.49
TOTAL ASSETS	678,504.49
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-00 · ACCOUNTS PAYABLE	9,739.12
Total Accounts Payable	9,739.12
Other Current Liabilities	
2500-00 · PAYROLL TAXES PAYABLE	39,269.71
2700-00 · CalPERS RETIREMENT PAYABLE	-67,620.00
Total Other Current Liabilities	-28,350.29
Total Current Liabilities	-18,611.17
Total Liabilities	-18,611.17

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of December 31, 2024

	<u>Dec 31, 24</u>
Equity	
3000 · Opening Bal Equity	-34,179.42
3001-00 · FUND BALANCE	1,183,513.58
3001-01 · FUND-MITIGATION	27,189.34
Net Income	<u>-479,407.84</u>
Total Equity	<u>697,115.66</u>
TOTAL LIABILITIES & EQUITY	<u><u>678,504.49</u></u>

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

December 2024

	Dec 24
Ordinary Income/Expense	
Income	
4301-00 · INTEREST INCOME	172.03
4468-00 · OES-ENGINE INCOME	4,500.04
4468-10 · OES-PERSONNEL	14,943.19
4468-20 · OES-Strike Team Other Reimburse	1,681.04
4496-00 · PROP 172	12,202.61
4620-00 · OTHER REVENUE	54.83
4640-00 · 727 to be transferred	1,944.00
	35,497.74
Total Income	35,497.74
Gross Profit	35,497.74
Expense	
5050-00 · Salaries-Holiday Pay	0.00
5060-00 · Salaries-Vacation Buyback	0.00
5101-20 · Salaries-CHIEF	9,537.88
5101-21 · Salaries-O/T Chief	0.00
5101-22 · Salaries-OT Planned Chief	1,889.72
5101-30 · Salaries-OFFICE MGR.	1,199.52
5101-40 · Salaries-CAPTAIN	14,485.96
5101-41 · Salaries-O/T Captain	8,550.00
5101-42 · Salaries-OT Planned Capt	2,870.00
5101-61 · Salaries-O/T FF	586.50
5102-00 · Salaries-SNL FF	7,386.50
5102-23 · Paid Call Firefighters	80.00
5102-25 · STRIKE TEAM PAY	2,083.80
5103-00 · RETIREMENT EXPENSE	5,358.20
5104-00 · GROUP INSURANCE	
5104-20 · Group Insurance Reimbursement	2,796.32
5104-00 · GROUP INSURANCE - Other	2,943.33
	5,739.65
Total 5104-00 · GROUP INSURANCE	5,739.65
5105-00 · PAYROLL TAX EXPENSE	1,558.51
5202-10 · CLOTHING-UNIFORMS PERMANE...	0.00
5203-00 · COMMUNICATIONS	970.27
5206-00 · HOUSEHOLD EXPENSE	364.47
5209-00 · MAINT-EQUIPMENT	109.93
5210-00 · MAINT-STRUCTURE	3,931.42
5211-00 · MAINT-AUTO	883.94
5214-00 · SUPPLIES-OFFICE	91.36
5214-10 · SUPPLIES-OPERATING	39.88
5215-00 · PROFESSIONAL SERVICE	2,567.04
5219-20 · SMALL TOOLS-MISC.	293.95
5220-10 · TRAINING EXPENSE	1,045.35

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

December 2024

	Dec 24
5223-00 · FUEL	963.03
5224-00 · UTILITIES	1,096.12
Total Expense	73,683.00
Net Ordinary Income	-38,185.26
Net Income	-38,185.26