

OLANCHA COMMUNITY SERVICES DISTRICT

689 SHOP STREET

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**REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE OLANCHA
COMMUNITY SERVICES DISTRICT**

Date: November 19, 2020

MINUTES

Time: 6:30 PM

Regular Board Meeting

In Attendance:

Neale Gordon, Chair

Lu Ellen Hays, Director

Jennifer Gordon, Director

Robert Olin, Director

Charles Abbott, Chief

Cyndi Riley, Secretary

REGULAR BOARD MEETING

- 1) Call to Order 18:35 (6:35 PM)
- 2) Public Comment – Can fire station be used as voting/polling place in future elections?
- 3) Correspondence
 - County HHS Grant approved.
 - HPP Grant approved.
- 4) Meeting minutes
 - Approval of October 29, 2020, meeting minutes - motion made by Director Lu Ellen Hays, seconded by Director Bob Olin. Motion passed 4/0.
- 5) Financial Statements
 - Approval of October Auditor's Office financial statements - motion made by Director Bob Olin, seconded by Director Lu Ellen Hays. Motion passed 4/0.
 - Approval of October bank statement – motion made by Director Bob Olin, seconded by Director Lu Ellen Hays. Motion passed 4/0.
 - Approval of October ambulance billing statement — motion made by Director Bob Olin, seconded by Director Lu Ellen Hays. Motion passed 4/0.
- 6) New Business:
 - Former Chief Davis will remain on payroll through December 31, 2020, in order to complete projects.
 - Signature card will be updated at Alta One. Charge authorization for charge accounts and cards will be updated when Steve Davis finishes his project list.
 - Banquet – due to Covid, a banquet will not be held this winter. The Board will revisit the topic at a future meeting to see if it is feasible to hold a spring or summer event.

- 7) Old Business:
- Fire Chief Critical Task List Review for October 2020.
 - Ambulance from Mono County – being registered with DMV.
 - Website – we now have control of domain name and public information is being uploaded.
 - Heater for main station bays – installed.
 - New Chief's vehicle – camper shell should be put on next week, then O2 and fire extinguisher will be installed.
 - Review of outstanding items to be completed by former Chief Davis through December 31, 2020.
 - SED update – none.
 - Billing process and run reports – Chief Abbott has someone on board for QA process.
 - Petty Cash reconciliation.
- 8) Chief's Report:
- Drive-through flu shot clinic was a success. Motion to approve Chief's Report made by Director Jennifer Gordon, seconded by Director Lu Ellen Hays. Motion passed 4/0.
- 9) Board Approval of any bills over \$1,000.00:
- 2011-01**– Bishop Heating & Air Conditioning, Inc in the amount of \$7,641.52 for installation of new downflow furnace and thermostat. Motion made by Director Bob Olin, seconded by Director Jennifer Gordon. Motion passed 4/0.
- 2011-02** – HPP Grant funds in the amount of \$1,120.00 for WCDI O2 regulator and O2 cylinder. Motion made by Bob Olin, seconded by Director Lu Ellen Hays. Motion passed 4/0.
- 2011-03** – HPP Grant funds in the amount of \$1,500.00 for Peer Support training for 5 people. Motion made by Director Jennifer Gordon, seconded by Director Lu Ellen Hays. Motion passed 4/0.
- 2011-04**– Reimbursement to Chief Abbott in the amount of \$1,348.32 for payment to DMV in order to register new Chief's vehicle. Motion made by Director Jennifer Gordon, seconded by Director Bob Olin. Motion passed 4/0.
- 10) Acknowledgement of next Regular Board Meeting date and time (January 21, 2020 @ 6:30 PM)
- 11) Adjournment at 19:24 (7:24 PM)

Submitted by Cyndi Riley, Secretary