

**OLANCHA COMMUNITY SERVICES DISTRICT**  
**689 SHOP STREET**  
**OLANCHA, CA 93549-0064**  
**(760) 764-2370**  
[www.olanchafd.org](http://www.olanchafd.org)

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

**Date:** November 18, 2021

**MINUTES  
UNADOPTED**

**Time:** Closed Session 6:10 PM, Regular Meeting 6:30 PM

**In Attendance:**

Neale Gordon, Chair  
Jennifer Gordon, Director  
Lu-Ellen Hays, Director  
Dennis Smith, Director  
Charles Abbott, Fire Chief  
Cyndi Riley, Secretary

**Absent:**

Robert Olin, Director

**Closed Session:** Personnel

**Regular Board Meeting**

- 1) **Call to Order**
  - Called to order by Chair Neale Gordon at 18:31 (6:31 pm) – Motion by Director Jennifer Gordon, Second by Director Lu-Ellen Hays, Motion passed 4/0
- 2) **Public Comment - None**
- 3) **Correspondence**
  - Grants – may not be eligible for FEMA Grant, denied (considered low priority) by Bishop
- 4) **Meeting Minutes for Regular meeting of October 21, 2021**
  - Motion to approve meeting minutes by Director Dennis Smith, Second by Director Lu-Ellen Hays, Motion passed 4/0
- 5) **Financial Statements - Review and Approval**
  - **Auditors Office statements, October 2021**
  - **Bank statements, October 2021**
  - **Ambulance billing statement - October 2021**
    - Motion to approve financial statements made by Director Lu-Ellen Hays, Second by Director Dennis Smith, Motion passed 4/0
- 6) **New Business: None**
- 7) **Old Business**
  - **Banquet** – date set for January 15, 2022, 17:30
  - **Fire Chief Critical task list review of October 2021- N/A.** Motion to discontinue this item made by Director Lu-Ellen Hays, Second by Dennis Smith, Motion passed 4/0
  - **Website Update** – no update
  - **Record retention** – update
  - **SED Update** – Assistant Chief Davis met with Sheriff Hollowell regarding possible changes to increase team.
  - **CDTFA fuel tank filing** – all quarters filed, account now current

- **Billing process and run reports** – update

**8) Chief's Report**

- Vehicle 2680 out of service; Sierra 50 (sold) removed from insurance
- Structure fire in Cartago – received mutual aid from Lone Pine and Cal Fire; Olancha Mobil donated food and drinks to personnel (15 total)
- Due to truck collision with building next to Olancha Post Office, black building red-tagged by County
- Building safety inspections to be scheduled
  - Motion to accept Chief's Report made by Director Dennis Smith, Second by Director Lu-Ellen Hays, Motion passed 4/0.

**9) Board Approval of bills over \$1,000.00**

- Board Order 2111-01 ISU Insurance – approved for amount up to \$9,247.36 for annual insurance premium. Amount to change (lowered) with Sierra 50 removed.
  - Motion made by Director Lu-Ellen Hays, Second by Director Dennis Smith, Motion passed 4/0.
- Board Order 2111-02 to authorize payment of \$1,468.67 for parts purchased in October.
  - Motion made by Director Dennis Smith, Second by Director Lu-Ellen Hays, Motion passed 4/0.
- Board Order 2111-03 to authorize payment of \$3,9213.21 for non-contract labor for maintenance of equipment.
  - Motion made by Director Dennis Smith, Second by Director Lu-Ellen Hays, Motion passed 4/0.

**10) Acknowledgement of next Regular Board Meeting Date and Time (December 16, 2021 @ 6:30 PM)**

**11) Adjournment**

- Motion to adjourn at 19:00 (7:00 pm) made by Director Lu-Ellen Hays, Second by Director Dennis Smith, Motion passed 4/0.