

OLANCHA COMMUNITY SERVICES DISTRICT
689 SHOP STREET
OLANCHA, CA 93549-0064
(760) 764-2370
www.olanchafd.org

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

Date: September 16, 2021

**MIMUTES
UNADOPTED**

Time: 6:30 PM

In Attendance:

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

Absent:

NONE

Regular Board Meeting

- 1) **Call to Order**
 - Called to order by Chair Neale Gordon at 18:36 (6:36 pm)
- 2) **Public Comment - None**
- 3) **Correspondence**
 - Annual Statement of Carry & Market Valuation per GASB 31
 - CDTFA Notice
- 4) **Meeting Minutes for Regular meeting of August 19, 2021 - Review and Approval.**
 - Motion to approve meeting minutes by Director Robert Olin, Second by Director Lu-Ellen Hays, Motion passed 4/0
- 5) **Financial Statements - Review and Approval**
 - **Auditors Office statements, August 2021**
 - **Bank statements, August 2021**
 - **Ambulance billing statement - Not available**
 - Motion to approve financials statements made by Director Lu-Ellen Hays, Second by Director Jennifer Gordon, Motion passed 4/0
- 6) **New Business:**
 - **Vacancy – Board of Directors, letters of interest – no letters received yet**
 - **Flu shot clinic scheduled for October 14, 2021 16:00-18:00 (4:00 – 6:00 pm)**
 - **EMSAR proposal**
 - Motion to approve with updated contact information made by Director Robert Olin, Second by Director Lu-Ellen Hays, Motion passed 4/0
 - **Record retention – review policy provided by County**
- 7) **Old Business**
 - **Fire Chief Critical task list review of August 2021**
 - **Website Update – upcoming meeting with web administrator**
 - **Signature card for AltaOne – signed**
 - **SED Update - None**

- **Billing process and run reports – update**
 - Everything is up to date

8) Board Approval of bills over \$1,000.00

- Board Order 2109-01 to authorize payment to De Lage Landen in the amount of \$1,536.57 for loan payoff.
 - Motion made by Director Jennifer Gordon, Second by Director Lu-Ellen Hays, Motion passed 4/0.
- Board Order 2109-02 to authorize payment to Napa Auto in the amount of \$1,931.13 for parts.
 - Motion made by Director Robert Olin, Second by Director Jennifer Gordon, Motion passed 4/0.
- Board Order 2109-03 to authorize payment to TLV in the amount of \$1,067.95 for services.
 - Motion made by Director Jennifer Gordon, Second by Director Robert Olin, Motion passed 4/0.

9) Chief's Report

- Unit 2680 failed on the scene of a fire and was towed. All other units in service.
- New trunked UHF radio system test – during radio outage this system remained online while other systems in the County failed.
- No staffing updates.
 - Motion accept Chief's Report made by Director Lu-Ellen Hays, Second by Director Robert Olin, Motion passed 4/0.

10) Acknowledgement of next Regular Board Meeting Date and Time (October 21, 2021 @ 6:00 PM closed session, open meeting immediately following)

11) Adjournment

- Motion to adjourn at 19:21 (7:21 pm) made by Director Robert Olin, Second by Director Jennifer Gordon, Motion passed 3/0.