

**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: June 24, 2021

**MIMUTES  
UNADOPTED**

**Time: 6:30 PM**

**In Attendance:**

Neale Gordon, Chair  
Jennifer Gordon, Director  
Lu-Ellen Hays, Director  
Charles Abbott, Fire Chief

**Absent:**

Tim Jones, Director  
Robert Olin, Director

**Regular Board Meeting**

- 1) **Call to Order**
  - Called to order by Chair Neale Gordon
- 2) **Public Comment**
  - Dennis Smith stated that the Water Tender looks great with the new paint job and lights.
- 3) **Correspondence**
  - Letter resignation from Director Tim Jones. His resignation is effective September 1, 2021. He is moving out of the area
- 4) **Meeting Minutes for Regular meeting of May 20th, 2021 Review and Approval.**
  - Motion to approve meeting minutes, with changing "TVL to TLV" under old business, Billing process and run reports – update, made buy Director Lu-Ellen Hays, Second by Jennifer Gordon, Motion passed 3/0
- 5) **Financial Statements, Review and Approval**
  - **Auditors Office statements, May 2021**
  - **Bank statements, May 2021**
  - **Ambulance billing statement May 2021**
    - Ambulance billing statement not available
    - Motion to approve the Financial Statement made by Director Lu-Ellen Hays, Second by Director Jennifer Gordon, Motion passed 3/0
- 6) **New Business:**
  - **Secretary position**
    - Cyndi should be back within two weeks.
  - **Third reading of Fiscal Year 2021/2022 budget**
    - Motion to approve third reading of the 2021/2020 budget presented by Chief Abbott made by Director Jennifer Gordon, Second by Director Lu-Ellen Hays, Motion passed 3/0
  - **New ambulance billing rates review and adoption**
    - Motion to adopted new ICEMA approved billing rates made by Director Jennifer Gordon, Second by Director Lu-Ellen Hays, Motion passed 3/0
  - **Financial audit response for years ending June 30, 2019 and 2018**

- Singed by Chief Charles Abbott and Chair Neale Gordon
- **District Administrator position**
  - Chief Abbott request the reinstatement of Steve Davis as District Administrator because he is struggling in a few areas. Chief Abbott also stated that due to an oversight Steve Davis was still receiving a monthly stipend of \$350.00 a month even though Steve Davis had resigned from that position as of the first of the year and the Board had directed that the stipend be stopped when he resigned. The Board would like to do research on whether he would still be eligible for a monthly stipend or if this would have to be an hourly position. Chief Abbott is to contact the County payroll department and stop the monthly stipend until a decision can be made.

**7) Old Business**

- **Fire Chief Critical task list review of April 2021**
  - Not completed
- **Ambulance unit form Mono County – update**
  - Registration has been completed and Sierra 50 is finally in service
- **Website – update**
  - None
- **Signature card for AltaOne**
  - None
- **Review of outstanding items for S. Davis to complete**
  - Code lights and siren should be completed this week.
- **SED – update**
  - One callout in the Bishop area, no injuries reported
- **Billing process and run reports – update**
  - Everything is up to date

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

- Board Order 2106-01 to authorize payment to Life-Assist in the amount of \$2,518.06 for medical supplies.
  - Motion made by Director Lu-Ellen Hays, Second by Director Jennifer Gordon, Motion passed 3/0.

**9) Chief's Report**

- All unit in service.
  - Sierra 51 has a recall for the airbags and needs to go back to the shop for a leak in the AC unit.
- No staffing updates.
- Request to purchase a 2HP, 24-gallon single stage compressor from Napa to keep air brakes charged on the engines and water tender.
  - Motion made to approve the purchase of a 2HP, 24-gallon single stage compressor from Napa made by Director Lu-Ellen Hays, Second by Director Jennifer Gordon, Motion passed 3/0
- Motion to accept Chief's Report made by Director Jennifer Gordon, Second by Director Lu-Ellen Hays, Motion passed 3/0

**10) Acknowledgement of next Regular Board Meeting Date and Time (July 15<sup>th</sup>, 2021 @ 6:30 PM)**

**11) Adjournment**

- Motion to adjourn at 1926 made by Director Lu-Ellen Hays, Second by Director Jennifer Gordon