

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: August 19, 2021

**MIMUTES
UNADOPTED**

Time: 6:30 PM

In Attendance:

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

Absent:

Robert Olin, Director

Regular Board Meeting

- 1) **Call to Order**
 - Called to order by Chair Neale Gordon at 18:37 (6:37 pm)
- 2) **Public Comment - None**
- 3) **Correspondence - None**
- 4) **Meeting Minutes for Regular meeting of June 24, 2021 and Special Meeting July 8, 2021 - Review and Approval.**
 - Motion to approve meeting minutes by Director Jennifer Gordon., Second by Director Lu-Ellen Hays, Motion passed 3/0
- 5) **Financial Statements, Review and Approval**
 - **Auditors Office statements, June and July 2021**
 - **Bank statements, June and July 2021**
 - **Ambulance billing statement June and July 2021**
 - Ambulance billing statement not available
 - Motion to approve financials statements made by Director Lu-Ellen Hays, Second by Director Jennifer Gordon, Motion passed 3/0
- 6) **New Business:**
 - **Petty Cash Reconciliation – Reconciled**
 - **Update Signature Card for County – No changes necessary**
 - **Vacancy – Board of Directors**
 - Vacancy will be posted at Post Office and Board will review during closed session at September 2021 Letters of Intent received
- 7) **Old Business**
 - **Fire Chief Critical task list review of June and July 2021 – Not available**
 - **Ambulance unit form Mono County – Available for runs**
 - **Website Update – None**
 - **Signature card for AltaOne – Remove former Secretary Johanna Milsap and add current Secretary Cyndi Riley**
 - **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 2108-01 to authorize payment to Life-Assist in the amount of \$3,929.45 for medical supplies.
 - Motion made by Director Lu-Ellen Hays, Second by Director Jennifer Gordon, Motion passed 3/0.
- Board Order 2108-02 to authorize payment to Napa Auto in the amount of \$1,626.32 for parts and compressor.
 - Motion made by Director Lu-Ellen Hays, Second by Director Jennifer Gordon, Motion passed 3/0.
- Board Order 2108-03 to authorize payment to Miller’s Towing in the amount of \$1,188.57 for tires on unit #2602.
 - Motion made by Director Lu-Ellen Hays, Second by Director Jennifer Gordon, Motion passed 3/0.
- Board Order 2108-04 to authorize payment to Sierra Auto Recycling in the amount of \$1,484.12 for repairs to units S-51 and #2621.
 - 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 currently out of service, glow plug repaired. Needs two new front tires at a cost of approximately \$500.
 - Unit #2621 brakes repaired.
 - Unit #2602 – new tires
- New trunked UHF radio system test.
- No staffing updates.
- 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 (September 16, 2021 @ 6:00 PM closed session, open meeting immediately following)

11) Adjournment

- Motion to adjourn at 19:19 (7:19 pm) made by Director Lu-Ellen Hays, Second by Director Jennifer Gordon, Motion passed 3/0.