

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: March 18, 2021

**MINUTES
UNADOPTED**

Time: 6:30 PM

In Attendance:

Robert Olin, Director
Tim Jones, Director
Lu-Ellen Hays, Director
Charles Abbott, Fire Chief

Absent:

Neale Gordon, Chair
Jennifer Gordon, Director

Regular Board Meeting

- 1) **Call to Order**
 - Called to order by Robert Olin, Director at 1825
- 2) **Public Comment**
 - None
- 3) **Correspondence**
 - Email from the Auditors Office requesting past Board Meeting minutes.
- 4) **Meeting Minutes for Regular meeting of February 18, 2021**
 - Motion to approve meeting minutes made Director Lu-Ellen Hays, Second by Director Tim Jones. Motion passed 3/0
- 5) **Financial Statements, Review and Approval**
 - **Auditors Office statements, February 2021**
 - **Bank statements, February 2021**
 - Director Robert Olin asked why there has been a balance in the AltaOne checking account and directed Chief Abbott to write the appropriate check and have it deposited in to the account with the County.
 - **Ambulance billing statement February 2021**
 - Ambulance billing statement not available
 - Motion to approve the Financial Statement made by Director Tim Jones, Second by Director Lu-Ellen Hays. Motion passed 3/0
- 6) **New Business:**
 - **None**
- 7) **Old Business**
 - **Fire Chief Critical task list review of February 2021**
 - Attached
 - **Ambulance unit form Mono County – update**
 - None
 - **Website – update**

- None
- **Signature card for AltaOne**
 - Will wait for the secretary to return before proceeding.
- **Review of outstanding items for S. Davis to complete**
 - 2680 has been painted
- **SED – update**
 - SED Medic responded to one call.
- **Payroll update – adding and removing employees**
 - Will wait for the secretary to return before proceeding.
- **Signature update for authorized personnel to charge on credit**
 - Will wait for the secretary to return before proceeding.
- **Billing process and run reports – update**
 - TLV now has access to Emergency Reporting for fire billing purposes.
 - TLV should have access to the EPCR system by the end of next week for billing purposes. OCFD is the only department in the valley that TLV does not currently have access to the EPCR system.

8) Chief's Report

- Attached
- Motion to except the Chief's Report made by Director Tim Jones, Second by Director Lu-Ellen Hays. Motion passed 3/0

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

- Board Order 2103-01 to pay Thomas Petroleum, LLC in the amount of \$2,562.07 for fuel, gas and kerosene. Motion made by Director Tim Jones, Second by Lu-Ellen Hays. Motion passed 3/0
- Board Order 2103-02 to pay LN Curtis and Sons in the amount of \$2634.49 for structure gear for FF D. Tait. Motion made by Director Lu-Ellen Hays, Second by Director Tim Jones. Motion passed 3/0

10) Acknowledgement of next Regular Board Meeting Date and Time (April 15, 2021 @ 6:30 PM)

11) Adjournment

- Motion to adjourn made by Director Tim Jones, Second by Lu-Ellen Hays. Motion passed 3/0

Submitted by Charles Abbott, Fire Chief