

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: July 18, 2024

**MINUTES
UNADOPTED**

Closed Session – called to order 17:35 (5:35)

Regular Meeting 1800 (6:00 PM)

In Attendance:

Neale Gordon, Chair
Jennifer Gordon, Director
Robert Olin, Director
Norm Sahn, Director
Jeff Mills, Fire Chief
Cyndi Riley, Secretary

Absent:

Dennis Smith, Director

Regular Board Meeting

- 1) **Call to Order**
 - Meeting called to order by Chair Jennifer Gordon at 18:43 (6:43 pm)
- 2) **Public Comment**
 - Two residents offered to help Fire Department (and provided contact information after meeting adjourned)
 - Resident inquired about updates to meeting section of website
- 3) **Correspondence**
 - County Registrar of Voters: Candidate filing period for Board positions up for election in November
 - Resume received for Fire Chief position – Position filled. Secretary will reply to applicant.
- 4) **Meeting Minutes for Regular Meeting of June 21, 2024**
 - Motion to approve meeting minutes by Director Robert Olin, Second by Director Norm Sahn. Motion passed 4/0
- 5) **Financial Statements, Review and Approval**
 - Auditor's Office statements – May and June 2024
 - Bank statements – May and June 2024 (N/A)
 - Ambulance billing statement – June 2024
 - Motion to approve financial statements made by Director Norm Sahn, Second by Director Jennifer Gordon. Motion passed 4/0
- 6) **New Business**
 - **FY 24-25 Budget** – no action taken
 - **Payroll change forms for former and current chiefs** – no action taken
 - Motion to add Chief Jeffrey Mills as signer on Alta One account made by Director Jennifer Gordon, Second by Director Norm Sahn. Motion passed 4/0
 - Motion to authorize Jeffrey Mills to be issued Alta One credit card made by Director Norm Sahn, Second by Robert Olin. Motion passed 4/0
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7) Old Business

- **Cell tower contract**
 - Motion to consult with County Counsel made by Director Norm Sahn, Second by Director Jennifer Gordon. Motion passed 4/0
- **Fit testing** – update
- **Car accident billing** – no update
- **Roof patching** – update
- **Radio training** – update
- **SED program** – update

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

9) Chief's Report

- Motion to accept Chief's Report made by Director Robert Olin, Second by Director Jennifer Gordon. Motion approved 4/0

10) Acknowledgement of next Regular Board Meeting Date and Time (August 15, 2024 @ 5:30 PM)

11) Adjournment

- Motion to adjourn at 19:24 (7:24 pm) made by Director Jennifer Gordon, Second by Director Robert Olin. Motion passed 4/0