

Cache Mosquito Abatement District Board of Trustees

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, May 22, 2014, at 7:00 pm in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 14 municipalities and the county unincorporated area were present:

Darwin Pitcher, Lewiston	Perry Spackman, Trenton
Bob Jepsen, Mendon	Tom LaBau, Hyrum
Dave Gatherum, Hyde Park	Kermit Price, Millville
Dave Wood, Amalga	Scott Larsen, Nibley
Kendon Godfrey, Clarkston	Deon Johnson, Providence
Elaine Nelson, North Logan	Joe Hansen, Cornish
Raymond Smith, Richmond	Jeff Ricks, unincorporated
Kevin Tingey, Wellsville	

Excused: Robert Mather, Smithfield; Mike Peterson, Newton.

Also present: Richard Rigby, Field Ops Manager, and Terrie Wierenga, Administrative Manager; Matt Regen, CPA.

The meeting was called to order at 7:00 pm by chairman Elaine Nelson. The agenda was reviewed. Tom LaBau moved to accept the agenda; Joe Hansen seconded. Ayes: Wood, Godfrey, Hansen, Gatherum, LaBau, Pitcher, Jepsen, Price, Larsen, Nelson, Johnson, Smith, Spackman, Ricks, Tingey. Motion passed unanimously.

MINUTES

The minutes of the April 24, 2014 meeting were reviewed and discussed.

Darwin Pitcher moved, and Bob Jepsen seconded, that the minutes be approved. Ayes: Wood, Godfrey, Hansen, Gatherum, LaBau, Pitcher, Jepsen, Price, Nelson, Johnson, Smith, Spackman, Tingey. Abstain: Larsen, Ricks. Motion passed unanimously.

2013 FINANCIAL STATEMENTS REVIEW

Matt Regen presented the financial statements review in draft form. He reviewed the statements in each section. The primary revenue for CMAD is property tax (96%) with 4% due to investment income. There was an excess revenue that may put the district over the allowed carry over for the General Fund. This could be handled by transfer to the Capital Projects Fund. Matt asked that the draft be reviewed before he submits it to the state.

MANAGERS REPORTS

Richard said that the pickup is to be built in June; unsure when it will arrive. Two old pumps on the ATV tanks need to be replaced. The Dodge pickup needed a new wheel bearing assembly to pass the state inspection. Calibration day for the foggers went well; everything is ready to go.

Mendon, Lewiston, and Clarkston have all reported mosquito activity. Bob said there are lots of gnats out this year that may be triggering some complaints. Since they're out during the day, the District can't fog them.

Terrie reviewed the training presented by the State Auditor's office on May 6. The Uniform Accounting Manual has been updated and is available on the auditor's website. One big change is that the auditor has the authority to freeze not only tax disbursements but also all accounts (PTIF, checking, etc.) of a district if the district does not submit their reports on time. The office has gone to an online submission system. Anything sent by USPS or email will not be accepted. Once reports are uploaded, the chief executive (Elaine Nelson) and chief financial officer (Kermit Price) must go online and approve it before it is considered to be submitted. Certified tax rates and related reports are all being done online (Terrie has been using the system since it was first offered). Most of the legislative review had been covered in previous meetings. Implementation of the revised procurement code has been moved to January 1, 2015.

OPEN & PUBLIC MEETINGS TRAINING

Training on the Open and Public Meetings Act was given. Definitions, public notice, minutes and recordings, and closed meetings were reviewed.

BILLS

The following bills were presented. Joe Hansen moved and Darwin Pitcher seconded that the bills be approved. Ayes: Wood, Godfrey, Hansen, Gatherum, LaBau, Pitcher, Jepsen, Price, Larsen, Nelson, Johnson, Smith, Spackman, Ricks, Tingey. Motion passed unanimously.

Maintenance	1,787.65
Home Depot (fogger chain)	25.58
Parts Plus (fogger maintenance)	131.00
Parts Plus (fogger maintenance)	9.96
Parts Plus (fogger maintenance)	93.05
O'Reilly (ATV battery bolts)	4.98
Smithfield Implement (tarp)	53.44
Smithfield Implement (scale)	11.99
Home Depot (screen)	6.78
Expertec (emissions tests)	30.00
Cache Honda (oil, filters)	566.03
Valley Implement (pump)	79.25
Valley Imp (pins, antifreeze)	65.36
Parts Plus (ATV wiring)	6.00
Cache Honda (rivets, grip)	19.23
Expertec (brakes-Dodge)	685.00
Administrative	
Deluxe (checks)	317.20
Phones	249.15
Safety	1,137.21

Cabela's (boots)	288.90
LabSource (gloves)	245.75
Image Matters (shirts)	224.08
Lowe's (gloves)	74.85
Forestry Suppliers (light bar)	234.58
Home Depot (earplugs)	14.96
Sam's Club (cleaning materials)	54.09
Building	1,123.41
Questar	18.56
Rocky Mountain Power	37.99
rent	1,000.00
internet	25.00
Fuel	41.86
Personnel	
Administrative Mgr	677.25
Field Ops Mgr	1,003.80
Field Worker, larvicide	1,272.99
Field Worker, fogging	
Surveillance Worker	
Payroll liability	225.98
Workers Comp	204.14

ADJOURNMENT

Items to include on June's agenda include discussion on purchase of building and property and a discussion on adjusting the meeting schedule (skip meeting some months). Terrie reminded the Board that the June meeting will be at the field operations site (210 W 3700 N, Hyde Park). Scott Larsen moved, and Darwin Pitcher seconded, that the meeting be adjourned. The meeting was adjourned at 7:37 pm.

Prepared by /s/ Terrie L. Wierenga

Date 6/16/2014

Accepted: 6/26/2014