

Cache Mosquito Abatement District Board of Trustees

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Wednesday, November 12, 2014, at 7:00 pm in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 13 municipalities were present:

Darwin Pitcher, Lewiston
Tom LaBau, Hyrum
Kendon Godfrey, Clarkston
Elaine Nelson, North Logan
Joe Hansen, Cornish

Perry Spackman, Trenton
Robert Mather, Smithfield
Deon Johnson, Providence
Kermit Price, Millville
Scott Larsen, Nibley *arr. 7:15*

Excused: Craig Rigby, Newton; Dave Wood, Amalga; Bob Jepsen, Mendon; Jeff Ricks, unincorporated; Kevin Tingey, Wellsville; Raymond Smith, Richmond; Dave Gatherum, Hyde Park.

Also present: Terrie Wierenga, Administrative Manager, and Richard Rigby, Field Operations Manager.

The meeting was called to order at 7:05 pm by chairman Elaine Nelson. The agenda was reviewed. Tom LaBau moved, and Joe Hansen seconded, the agenda be adopted. Ayes: Godfrey, Hansen, LaBau, Pitcher, Price, Nelson, Johnson, Mather, and Spackman. Nays: none. Motion passed unanimously.

MINUTES

The minutes of the October 23, 2014 meeting were reviewed and discussed. Elaine Nelson asked that paragraph on SWOT be changed to "...the Board to consider SWOT (strengths, weaknesses, opportunity, threats) at each meeting."

Darwin Pitcher moved, and Perry Spackman seconded, that the minutes be approved as amended. Ayes: Godfrey, Hansen, Pitcher, Price, Nelson, Johnson, Mather, and Spackman. Nays: none. Abstain: LaBau. Motion passed unanimously.

MANAGERS REPORTS

Richard had nothing to report. Terrie reported that the District finally received the signed copy of the Interlocal agreement for the Pepperidge Farm CDA. She is following up with the county and CDA to ensure that Tracy Cowdell is paid for the legal services he provided to the District. The invoice was sent last March but as of October 6 he had not been paid.

Terrie attended the UASD (Utah Association of Special Districts) November 5-7 in Layton. Procurement and ethics were the main topics. The UASD had several sessions discussing the procurement code and the template they will provide all member districts. The current

procurement policy will likely need to be expanded to cover the areas required by the code. One thing she learned is that the state will do RFP's, bids, etc. for any item not found on an existing contract, free of charge.

TENTATIVE 2015 BUDGET (GENERAL AND CAPITAL IMPROVEMENT FUNDS)

The report from the budget committee (Elaine Nelson, Scott Larsen, Joe Hansen, and Kermit Price plus managers Richard Rigby and Terrie Wierenga) was discussed. In brief, Administration and Personnel costs remain much the same as for 2014. Mosquito Abatement, primarily adulticide chemical, is increased because there was nothing left to carry over. At the end of 2013, there were enough barrels of Kontrol and diluent oil to provide nearly half the adulticide used in 2014. Abate is used since it provides a good residual to knock down the larva. However, it will not be manufactured after 2015. Richard plans to try some products in 2015 to see if an effective yet economical product can replace it. If not, the Board may want to consider purchasing Abate at the end of the 2015 season to use 2016.

The budget committee recommends that the District purchase a new ATV for the 2015 season but not surplus any. Having five ATVs would allow Richard to use it when training new workers as well as provide a backup in case one breaks down during the season. A third storage container is needed for chemical storage, and a new fogger to replace the old 2006 machine. Richard asks that the Board consider purchasing a forklift or skidsteer to move around the pallets of chemical (both bags and drums). Below is the summary of the proposed budget (refer to the budget committee report for breakdown of line items):

	2013 Actual	2014 Estimated	2015 proposed
Personnel	60,250	67,120	72,299
Office	1,166	1,936	1,500
Operating costs	10,475	13,686	15,925
Abatement	126,405	117,605	151,350
Cap Imp (equipment + xfer of funds)	85,257	84,653	48,926
TOTAL (expenditures = revenue)	283,553	285,000	290,000

Perry and other trustees commended the committee for their efforts.

Tom LaBau moved, and Darwin Pitcher seconded, to approve the tentative budget. Ayes: Godfrey, Hansen, LaBau, Pitcher, Price, Larsen, Nelson, Johnson, Mather, and Spackman. Nays: none. Motion passed unanimously.

The public hearing to consider the 2015 budget will be held at 7:05 p.m. during the December 17 meeting.

BILLS

The following bills were presented. Perry Spackman moved and Joe Hansen seconded that the bills be approved. Ayes: Godfrey, Hansen, LaBau, Pitcher, Price, Larsen, Nelson, Johnson, Mather, and Spackman. Nays: none. Motion passed unanimously.

Maintenance	\$188.20
Parts Plus	\$39.48
Parts Plus	\$15.46
O'Reilly	\$65.70
Cache Honda Yamaha	\$21.57
Sam's Club	\$25.65
Sam's Club	\$20.34
Telephones	\$161.98
Building	\$1,073.11
rent + internet	\$1,025.00
Questar	\$7.19
Rocky Mountain Power	\$40.92
Travel & Training	
UASD	\$164.00
Fuel	\$133.36
Personnel	
Admin	\$350.44
Field Ops	\$390.60
Field Worker, larvacide	\$20.00
Payroll liability	\$58.22
Workers Comp	\$204.14

CONTINUED DISCUSSION ON BUILDING/PROPERTY

Nothing to report.

ADJOURNMENT

Tom LaBau moved, and Joe Hansen seconded, that the meeting be adjourned. The meeting was adjourned at 7:30 pm.

Prepared by /s/ Terrie L. Wierenga

Date 12/3/2014

Accepted: 12/17/2014