

Cache Mosquito Abatement District Board of Trustees Meeting

February 22, 2018

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, February 22, 2018 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:

Craig Hidalgo, Clarkston	Deon Johnson, Providence	Kim Hatch, Trenton
Craig Rigby, Newton	Elaine Nelson, North Logan	Paul James, Hyrum
Dan Richins, Richmond	Jeff Ricks, Unincorporated	Roger Lincoln, Smithfield
Darwin Pitcher, Lewiston	Joe Hansen, Cornish	
David Wood, Amalga	Kermit Price, Millville	

Excused: David Gatherum, Hyde Park
Greg Taylor, Mendon
Justin Maughan, Nibley
Kevin Tingey, Wellsville

Also present: Debbie Mays, Administrative Manager
Richard Rigby, Field Operations Manager

AGENDA

The meeting was called to order at 7:01 pm by Chair Joe Hansen. The agenda was reviewed.

Darwin Pitcher moved and Deon Johnson seconded that the agenda be adopted. Ayes: Hansen, Hatch, Hidalgo, James, Johnson, Lincoln, Nelson, Pitcher, Price, Richins, Ricks, C Rigby, Wood. Nays: None. Motion passed unanimously.

MINUTES OF PREVIOUS MEETING

The minutes of the January 25, 2018 meeting were reviewed.

Elaine Nelson moved and Darwin Pitcher seconded that the minutes be approved. Ayes: Hansen, Hatch, Hidalgo, James, Johnson, Lincoln, Nelson, Pitcher, Price, Richins, Ricks, C Rigby, Wood. Nays: None. Motion passed unanimously.

PROCUREMENT COMMITTEE REPORT

There was nothing new to report by the committee.

EMPLOYEE POLICIES COMMITTEE REPORT

Board members Joe Hansen, Roger Lincoln, Kermit Price, Dan Richins, Craig Rigby, and David Wood met earlier this evening. Joe Hansen reports they had a good discussion, with questions concerning updating our employee policies. They do not yet have any recommendations for the

board. They will meet again for further discussion next month at 6 p.m., one hour prior to our regular March 22 meeting.

MANAGER REPORTS

Field Operations Manager Richard Rigby reported he will be ordering chemicals in the next 2 to 3 weeks, with a cost of about \$93,000 for adulticide and larvicide. He has also ordered some maintenance items for the vehicles. He ordered the truck a week after our December 14th meeting, and it should arrive sometime in March. He also reports several people have contacted him concerning possible plans for our new building including Design West, Mark Lynne, and Center Street Architects.

Administrative Manager Debbie Mays gave a handout listing the bills which need approval as well as a year-to-date budget report.

BILLS:

Bills were presented and reviewed:

	<u>Totals</u>		
<u>Personnel Totals</u>	\$1,472.67	<u>Mosquito Abatement Totals</u>	\$1,166.11
Admin Mngr	1,080.69	Fuel	89.72
Field Ops Mngr	193.50	<u>Operations Site</u>	
Payroll Taxes (Company)	90.90	Building + Internet	1,025.00
Website Manager	107.58	Rocky Mountain Power	36.32
		Dominion Energy	15.07
<u>Administration Totals</u>	\$967.45		
Administrative Manager Mileage	4.30	<u>Vehicles/Equipment Totals</u>	\$9,147.00
Dues (UMAA)	350.00	ATVs	9,147.00
<u>Office Supplies</u>			
Stamps	150.00		
Paper and file folders	47.98		
Checks	266.36		
Phones	148.81		

Paul James moved and Craig Hidalgo seconded that the bills be approved. Ayes: Hansen, Hatch, Hidalgo, James, Johnson, Lincoln, Nelson, Pitcher, Price, Richins, Ricks, C Rigby, Wood. Nays: None. Motion passed unanimously.

ADJOURNMENT

Elaine Nelson moved and Roger Lincoln seconded that the meeting be adjourned. The meeting was adjourned at 7:10 p.m.

Prepared by Debbie Mays Date 2/23/2018

Accepted: 3/22/2018