

Cache Mosquito Abatement District Board of Trustees Meeting

July 26, 2018

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, July 26, 2018 at 7:00 pm in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan).

One representative was connected via speaker telephone: Joe Hansen, Cornish
Representatives from 8 municipalities were present:

Craig Rigby, Newton	David Wood, Amalga	Kevin Tingey, Wellsville
Darwin Pitcher, Lewiston	Deon Johnson, Providence	Paul James, Hyrum
David Gatherum, Hyde Park	Justin Maughan, Nibley	

Excused:	Craig Hidalgo, Clarkston	Jeff Ricks, Unincorporated
	Dan Richins, Richmond	Kermit Price, Millville
	Elaine Nelson, North Logan	Kim Hatch, Trenton
	Greg Taylor, Mendon	Roger Lincoln, Smithfield

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

AGENDA

The meeting was called to order at 7:20 pm by Treasurer David Gatherum. The agenda was reviewed.

Paul James moved and Darwin Pitcher seconded that the agenda be adopted. Ayes: Gatherum, Hansen, James, Johnson, Maughan, Pitcher, C Rigby, Tingey, Wood. Nays: None. Motion passed unanimously.

MINUTES OF PREVIOUS MEETING

The minutes of the June 28, 2018 meeting were reviewed.

Paul James moved and Deon Johnson seconded that the minutes be approved. Ayes: Gatherum, Hansen, James, Johnson, Pitcher, C Rigby, Tingey, Wood. Nays: None. Abstentions: Maughan. Motion passed unanimously.

PROCUREMENT COMMITTEE REPORT

We received an engineering report for the site we are considering purchasing. As several trustees were absent tonight, it was decided to discuss this at our next meeting.

MANAGER REPORTS

Richard Rigby, Field Operations Manager, reported things are going well. So far there have been no cases of West Nile Virus found in our district. Richard also reiterated the answers to the questions on bills that were brought up last month: He reported the \$55 charge was for detailing the truck we are

selling. The \$423.42 charge included \$337.49 for a new wench, \$43.48 for tie-downs, and \$42.45 for covers. (Those questions and answers are also listed in last month's minutes.)

Administrative Manager Debbie Mays gave a handout listing the bills which need approval as well as a year-to-date budget report and items for next month's agenda.

2nd QUARTER FINANCIAL REPORT

The 2nd Quarter Financial Report was reviewed and discussed.

Darwin Pitcher moved and Dave Wood seconded that the 2nd Quarter Financial Report be approved. Ayes: Gatherum, Hansen, James, Johnson, Maughan, Pitcher, C Rigby, Tingey, Wood. Nays: None. Motion passed unanimously.

BILLS

This month's bills were reviewed and discussed.

<u>Personnel Totals</u>	\$10,364.99	<u>Maintenance</u>	
Admin Mngr	\$686.21.21	Firestone (Tires 2016 Ford)	\$397.66
Field Ops Mngr	\$2,000.00.00	Lowe's (Hangers)	\$15.94
Foggers	\$2,733.40.40	Lee's (Primer, adapter)	\$10.41
Larviciders	\$4,142.53.53	Home Depot (Cord reel, cords, connectors)	\$105.54
Payroll Taxes (Company)	\$736.65.65	Preston Watts (2018 Ford rock chip repair)	\$20.00
Surveillance	\$0.00.00	Wilson Motor	\$63.10
Website Manager	\$66.20.20	Wilson Motor (Return for refund)	-\$11.32
<u>Administration Totals</u>	\$9,346.89.89	Walmart (Otter Pops)	\$12.72
Accountant (Annual CPA)	\$1,100.00.00	<u>Operations Site</u>	
Administrative Manager Mileage	\$43.34.34	Building + Internet	\$1,025.00
Phones	\$249.18.18	Rocky Mountain Power	\$54.11
Premiums (Insurance, Bonding)	\$6,046.14.14	Dominion Energy	\$8.04
Travel & Training (Pizza Pie Café, Rich Mtg)	\$18.26.26	Surveillance (AirGas)	\$6.05
Trustee Comp, Mileage, Officer Per Diem	\$1,788.01.01	UPDES Permit (Annual)	\$1,650.00
Workers Comp	\$101.96.96	<u>Vehicles/Equipment Totals</u>	
<u>Mosquito Abatement Totals</u>	\$5,996.73	Handhelds (Mobile GIS 4 handhelds, annual)	\$780.00
Fuel	\$2,639.48		

Paul James moved and Kevin Tingey seconded that the bills be approved. Ayes: Gatherum, James, Johnson, Maughan, Pitcher, C Rigby, Tingey, Wood. Nays: None. Abstentions: Hansen. Motion passed unanimously.

ADJOURNMENT

Paul James moved and Deon Johnson seconded that the meeting be adjourned. The meeting was adjourned at 7:29 p.m.

Prepared by Debbie Mays Date 7/26/2018

Accepted: 8/23/2018