

# Cache Mosquito Abatement District Board of Trustees Meeting

May 24, 2018

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, May 24, 2018 at 7:00 pm in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 15 municipalities were present:

Craig Hidalgo, Clarkston	Deon Johnson, Providence	Kermit Price, Millville
Craig Rigby, Newton	Elaine Nelson, North Logan	Kevin Tingey, Wellsville
Darwin Pitcher, Lewiston	Jeff Ricks, Unincorporated	Kim Hatch, Trenton
David Gatherum, Hyde Park	Joe Hansen, Cornish	Paul James, Hyrum
David Wood, Amalga	Justin Maughan, Nibley	Roger Lincoln, Smithfield

Excused: Dan Richins, Richmond  
Greg Taylor, Mendon

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

## **AGENDA**

The meeting was called to order at 7:00 pm by Chair Joe Hansen. The agenda was reviewed.

Paul James moved and Kevin Tingey seconded that the agenda be adopted. Ayes: Gatherum, Hansen, Hatch, Hidalgo, James, Johnson, Lincoln, Maughan, Nelson, Pitcher, Price, Ricks, C Rigby, Tingey, Wood. Nays: None. Motion passed unanimously.

## **MINUTES OF PREVIOUS MEETING**

The minutes of the April 26, 2018 meeting were reviewed.

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

## **PROCUREMENT COMMITTEE REPORT**

Richard Rigby reported that Mark Lynne stopped by Alliance to request that their company move forward with the work we have been waiting for.

## **MANAGER REPORTS**

Field Operations Manager Richard Rigby reported the 4 foggers were calibrated this week by Drew Hunter, and we are ready to go. Upon questioning by the trustees, he said the calibration can be anywhere between 13 and 24 microns, but they try to keep it at 16 to 19 microns. He reported the larviciders have been out working for a couple of weeks now, and the foggers began in Clarkston on Tuesday. They will begin fogging in Benson, Lewiston, Wellsville, Cornish, and Hyrum soon, as there have been complaints from those communities.

Richard reported the truck we ordered was received today. An XLT was ordered but it came as an XL, which he said is fine, especially as the price is now a little lower than anticipated. It will be \$3,804.00 per year through Bancorp. We will now sell the 2011 Ford, also through Bancorp.

Richard also reports he was asked to make a presentation to the Mendon Town Council earlier this month. He said it went well, and he mostly just answered questions asked of him.

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.

Also handed out was a form sent by the Office of the Utah State Treasurer which needs to have the names of at least 2 individuals representing CMAD who are authorized to make changes to those having access to our PTIF account. Those names need to be authorized by a resolution of the CMAD Board of Trustees, and then Chair Joe Hansen will take the form to be notarized with his signature. This form will then be sent back to the state treasurer's office.

### **RESOLUTION FOR OFFICE OF THE UTAH STATE TREASURER**

The trustees received a digital version as well as a hard copy of the form needed for a resolution to be sent to the Office of the Utah State Treasurer, as outlined in the preceding paragraph. This was reviewed and discussed.

Roger Lincoln moved and Craig Hidalgo seconded that the resolution be approved. Ayes: Gatherum, Hansen, Hatch, Hidalgo, James, Johnson, Lincoln, Maughan, Nelson, Pitcher, Price, Ricks, C Rigby, Tingey, Wood. Nays: None. Motion passed unanimously.

At least two names need to be added to the form, and it was decided to add three names. These include those who hold offices of Chair, Treasurer, and Financial Officer for CMAD.

Paul James moved and Kevin Tingey seconded that names of the CMAD Chair, Treasurer, and Financial Officer be added to the form. Ayes: Gatherum, Hansen, Hatch, Hidalgo, James, Johnson, Lincoln, Maughan, Nelson, Pitcher, Price, Ricks, C Rigby, Tingey, Wood. Nays: None. Motion passed unanimously.

Chair Joe Hansen will take the form to be notarized with his signature, and then Debbie will send it on to the treasurer's office.

### **BILLS**

This month's bills (listed on the following page) were reviewed and discussed.

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

<b><u>Personnel Totals</u></b>	<b>\$3,585.30</b>
Admin Mngr	\$792.29
Field Ops Mngr	\$2,000.00
Larviciders	\$490.32
Payroll Taxes (Company)	\$219.94
Website Manager	\$82.75

<b><u>Administration Totals</u></b>	<b>\$664.58</b>
Administrative Manager Mileage	\$36.38
Phones	\$419.20
Travel & Training (3 regis. pest. training)	\$60.00
Workers Comp (includes audit fee \$47.04)	\$149.00

<b><u>Mosquito Abatement Totals</u></b>	<b>\$1,829.95</b>
Fogging (Univar: flushing solution)	\$179.76
Fuel	\$140.49

<b>Maintenance</b>	
Firestone (2013 Ford Tire pkg)	\$358.58
CV Autocare (emissions)	\$15.00

<b>Operations Site</b>	
Building + Internet	\$1,025.00
Rocky Mountain Power	\$61.49
Dominion Energy	\$49.63

**ADJOURNMENT**

David Gatherum moved and Darwin Pitcher seconded that the meeting be adjourned. The meeting was adjourned at 7:32 p.m.

Prepared by: Debbie Mays      Date: 5/25/2018

Accepted: 6/28/2018