

Cache Mosquito Abatement District Board of Trustees Meeting

December 13, 2018

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, December 13, 2018, at 7 p.m. in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 10 municipalities were present:

Craig Hidalgo, Clarkston	David Wood, Amalga	Kim Hatch, Trenton
Craig Rigby, Newton	Elaine Nelson, NL (7:17)	Roger Lincoln, Smithfield
Darwin Pitcher, Lewiston	Jeff Ricks, Unincorporated	
David Gatherum, Hyde Park	Joe Hansen, Cornish	

Excused:	Dan Richins, Richmond	Kermit Price, Millville
	Deon Johnson, Providence	Kevin Tingey, Wellsville
	Greg Taylor, Mendon	Paul James, Hyrum
	Justin Maughan, Nibley	

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

AGENDA

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

David Wood moved and Jeff Ricks seconded that the agenda be adopted. Ayes: Gatherum, Hansen, Hatch, Hidalgo, Lincoln, Pitcher, Ricks, C Rigby, Wood. Nays: None. Motion passed unanimously. (Elaine Nelson was not yet present.)

MINUTES OF PREVIOUS MEETING

The minutes of the November 8, 2018 meeting were reviewed.

Darwin Pitcher moved and Kim Hatch seconded that the minutes be approved. Ayes: Gatherum, Hansen, Hatch, Hidalgo, Lincoln, Pitcher, Ricks, C Rigby, Wood. Nays: None. Motion passed unanimously. (Elaine Nelson was not yet present.)

PUBLIC HEARING FOR 2018 BUDGET ADJUSTMENTS

David Wood moved and Jeff Ricks seconded that the regular meeting be closed and the public hearing be opened. Ayes: Gatherum, Hansen, Hatch, Hidalgo, Lincoln, Pitcher, Ricks, C Rigby, Wood. Nays: None. Motion passed unanimously. (Elaine Nelson was not yet present.)

The 2018 budget adjustments public hearing was opened for comments. There was one citizen in attendance, but no comments were made.

Roger Lincoln moved and Darwin Pitcher seconded that the public hearing be closed. Ayes: Gatherum, Hansen, Hatch, Hidalgo, Lincoln, Pitcher, Ricks, C Rigby, Wood. Nays: None. Motion passed unanimously. (Elaine Nelson was not yet present.)

PUBLIC HEARING FOR 2019 PROPOSED BUDGET

Craig Rigby moved and Jeff Ricks seconded that the next public hearing be opened. Ayes: Gatherum, Hansen, Hatch, Hidalgo, Lincoln, Pitcher, Ricks, C Rigby, Wood. Nays: None. Motion passed unanimously. (Elaine Nelson was not yet present.)

The 2019 proposed budget public hearing was opened for comments. There was one citizen in attendance, but no comments were made.

Roger Lincoln moved and Darwin Pitcher seconded that the public hearing be closed. Ayes: Gatherum, Hansen, Hatch, Hidalgo, Lincoln, Pitcher, Ricks, C Rigby, Wood. Nays: None. Motion passed unanimously. (Elaine Nelson was not yet present.)

APPROVAL OF 2018 BUDGET ADJUSTMENTS

The 2018 budget adjustments were reviewed.

Craig Hidalgo moved and Kim Hatch seconded that the 2018 budget adjustments be approved. Ayes: Gatherum, Hansen, Hatch, Hidalgo, Lincoln, Pitcher, Ricks, C Rigby, Wood. Nays: None. Motion passed unanimously. (Elaine Nelson was not yet present.)

ADOPTION OF 2019 PROPOSED BUDGET

The 2019 proposed budget was reviewed.

Roger Lincoln moved and David Gatherum seconded that the 2019 proposed budget be adopted. Ayes: Gatherum, Hansen, Hatch, Hidalgo, Lincoln, Pitcher, Ricks, C Rigby, Wood. Nays: None. Motion passed unanimously. (Elaine Nelson was not yet present.)

PROCUREMENT COMMITTEE REPORT

Richard Rigby, Manager, reported that the improvements on the land we are planning to buy have stopped for the winter. He reports a lot of progress was made on them this past fall.

MANAGER REPORTS

Richard Rigby discussed his section of the 2018 Annual Report, a hard copy of which was available for the trustees at this meeting. He also discussed the possibility of College Young Ward joining our District in the future.

Administrative Manager Debbie Mays discussed her section of the 2018 Annual Report. She also gave the usual handout listing this month's bills which need approval, planned items for next month's agenda, and this month's budget snapshot.

APPROVAL OF 2019 BOARD MEETING DATES

Proposed 2019 board meeting dates: Jan 24, Feb 28, Mar 28, Apr 25, May 23, Jun 27, Jul 25, Aug 22, Sep 26, Oct 24, Nov 14, and Dec 12.

Craig Rigby moved and David Wood seconded that the proposed 2019 board meeting dates be approved. Ayes: Gatherum, Hansen, Hatch, Hidalgo, Lincoln, Nelson, Pitcher, Ricks, C Rigby, Wood. Nays: None. Motion passed unanimously.

APPROVAL OF DECEMBER BILLS

<u>Personnel</u>	\$2,623.90	<u>Trustee Comp</u>	
Payroll Tax Liability	\$186.47	Kim Hatch, Online Trustee Training	\$40.00
<u>Wages</u>		<u>Abatement</u>	\$1,331.99
Administrative Manager	\$338.13	<u>Fuel</u>	
Manager	\$2,000.00	November bill (paid Nov 15)	\$310.88
Website Manager	\$99.30	December bill	\$119.76
<u>Administration</u>	\$731.60	<u>Maintenance</u>	
Administrative Manager Mileage	\$33.71	Preston Watts (2013 Chev repairs)	\$4,863.78
<u>Phones</u>		Traveler's Insur checks rec'd	-5,048.09
November bill (paid Nov 12)	\$224.93	Lee's (ice scraper)	\$8.99
December bill	\$150.10	<u>Operations Site</u>	
<u>Travel & Training</u>		Building + Internet	\$1,025.00
Appreciation dinner, Beehive Grill	\$243.79	Rocky Mountain Power	\$38.93
Renew UDAF license, Richard	\$20.00	Dominion Energy	\$12.74
UMAA meeting lunch, Richard	\$19.07		

Note: Total cost 2013 Chev repairs \$5547.78; total insurance reimbursement \$5048.09 (our net cost \$499.69).

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

ADJOURNMENT

Jeff Ricks moved and Craig Rigby seconded that the meeting be adjourned. The meeting was adjourned at 7:31 p.m.

Prepared by Debbie Mays Date 12/13/2018

Accepted: 1/24/2019