

Cache Mosquito Abatement District Board of Trustees

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Wednesday, December 12, 2012, at 7:00 pm in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 13 municipalities and the county unincorporated area were present:

Darwin Pitcher, Lewiston
Jeff Ricks, unincorporated
Bob Jepsen, Mendon
Robert Mather, Smithfield
Shane Lewis, Richmond
Elaine Nelson, North Logan
Kendon Godfrey, Clarkston

Tom LaBau, Hyrum
Dave Wood, Amalga
Kermit Price, Millville
Joe Hansen, Cornish
Dave Gatherum, Hyde Park
Deon Johnson, Providence
Scott Larsen, Nibley *arr. 7:17 pm*

Excused: Perry Spackman, Trenton; Gary Bates, Wellsville; Mike Peterson, Newton. Also in attendance: Richard Rigby, Field Ops Manager, and Terrie Wierenga, Administrative Manager.

The meeting was called to order at 7:00 pm by vice-chairman Elaine Nelson.

PUBLIC HEARINGS

Three public hearings were held. At 7:00 pm, the hearing to discuss adjustments to the 2012 budget had no public comments. The 7:05 public hearing for the creation of a Capital Improvements Fund separate from the General Fund and transfer of monies set aside in previous budget years 2005-2011 from the General fund to the new CI fund had no public comment. The third public hearing began at 7:10 pm to present the proposed 2013 budget; no public comment was received.

Tom moved, and Dave G. seconded, to close the public hearings and resume the meeting; motion passed unanimously.

MINUTES

The minutes of the November 13, 2012 meeting were reviewed and discussed.

Tom moved, and Robert seconded, that the minutes be approved; motion passed (ayes: Pitcher, LaBau, Ricks, Wood, Jepsen, Price, Mather, Lewis, Nelson, Johnson; abstaining: Hansen, Godfrey, Gatherum).

MANAGERS REPORTS

Richard shared his concerns about keeping all employees to a 40-hour week. He gave examples of workers getting stuck at the end of their shifts, surveillance/speciation hours, and doing everything the field manager was tasked with by the Board (maintenance, speciation, field work). Several trustees shared their concerns about the managers doing the same jobs (larvicide, speciation) at wages 50% higher than the field workers. Several suggested hiring one or two

USU students specifically for speciation. [Scott arrived, 7:17 pm] The mosquito counts are critical and need to be done early in the week to determine where fogging may need to be done. He's also concerned that our threshold in the PDMP (pesticide discharge management plan) may be too low at 50 mosquitoes.

Richard gave a brief presentation on the costs per acre of using Kontrol 30-30 versus Fyfanon (malathion). While Scott is still not convinced that there is a need to change classes of pesticide, the fact that Kontrol is slightly cheaper per acre than Fyfanon is reason enough. He would like to see not only adult mosquito numbers but also the larva numbers and treatments before agreeing there is a trend towards resistance to organophosphates.

Terrie discussed visiting the various municipalities and county council to report on the CMAD program. After some discussion, she will prepare a news release for the media and for the trustees who can then take it to their respective entities and report. She attended the December 7 UMAA Board of Director's Meeting via teleconference since Richard could not. The meeting schedule was discussed and committee assignments were presented. The Spring Workshop will be held at the ULGT building which will allow more breakout sessions. Plans are to have a general session with breakouts for new employees, mosquito identification 101, experience managers, etc. Send ideas for other topics to Sam Dixon or Lew Neilson. Sam will be in charge of the chemical bid this year. Submissions are due by January 9 with the bids being awarded in February. There are a few legislative issues that will impact mosquito districts. The procurement bill will go into effect May 1, 2013, and will have a \$10 limit on gifts. No meals, even if under the \$10 limit, will be allowed. A few early bill proposals have yet to be fleshed out but could prove costly to districts; one would require individual notification of any pesticide use (not only mosquito districts but irrigation companies, lawn care companies, weed control). Mario reported his case is still proceeding (a beekeeper moved his bees back to southern Utah one month after fogging stopped; several hives died and he is blaming the mosquito district).

The CMAD policies will be available on the website (www.cachemosquito.com) by January 1, 2013. At the January meeting, several updates to the policies (personnel, records management, PDMP) will be presented for discussion and possible adoption.

UMAA CONFERENCE

Tom reported on the UMAA conference that was held October 28-30. He shared several items garnered for the keynote speaker on WNV (West Nile Virus).

- WNV moved west about 1000 km/year from the time the first cases were identified in New York.
- As of mid-October there were 1400 cases of WNV in Texas. One reason for the major outbreak is that mosquito numbers had decreased in the previous two years so all abatement (even larvicide) was stopped.
- There is an 8 year lag between infection from WNV and kidney disease.
- The housing crash likely contributed to the mosquito outbreak due to all the abandoned swimming pools providing mosquito breeding areas.

Employee training on timekeeping and work policies is mandatory. Names of those voting are also necessary (broken down by ayes and nays); "unanimous" may be used only if all names of trustees present are listed in the minutes. If an item is not on the agenda, the Board may not

discuss it. However, if a member of the public brings it up, it can be discussed but no action may be taken. Trustees may receive up to \$100 for attending training. A policy on conference attendance may be worthwhile. One example is to allow for 4-5 trustees to attend a conference each year. Trustees rotate through the list so the same people don't go every year. One item emphasized several times was the importance of the records for pesticide application and calibration records for the foggers, etc. Having the Sentinel program will make this much more efficient.

2012 BUDGET ADJUSTMENTS

Scott moved, and Shane seconded, that the following adjustments be made to the 2012 budget; motion approved unanimously.

	ORIGINAL	ACTUAL	FINAL
Revenue:	\$271,351	\$297,824	\$297,824
FY 2012 property tax	\$271,351	\$278,777	
Safety Grant		\$175	
Surplus Sales		\$7,150	
Interest, refunds		\$2,206	
(UPP) Redemption fees		\$9,516	
Expenditures:	\$271,351	\$288,516	\$297,824
Personnel	\$67,615	\$61,453	\$63,500
Field Operations Manager	\$7,800	\$13,406	
4 Field Workers, larvacide	\$30,400	\$20,654	
3 Field Workers, fogging	\$9,900	\$9,227	
Administrative Manager	\$5,880	\$5,961	
Trustee comp	\$6,000	\$5,569	
Officer per diem	\$500	\$480	
Payroll liability	\$4,920	\$3,877	
Workers Comp (est.)	\$2,215	\$2,279	
Office supplies	\$1,500	\$2,080	\$2,100
Other Operating Costs	\$7,635	\$12,449	\$13,000
Phones	\$1,560	\$1,598	
Accountant	\$1,000	\$1,000	
Premiums (ins, bonding)	\$1,625	\$5,336	
Dues	\$700	\$1,050	
Legal Notices	\$100	\$157	
Travel & Training	\$2,500	\$3,308	
Website/Education	\$150	\$0	
Mosquito Abatement	\$194,601	\$212,534	\$212,798
Surveillance	\$790	\$544	\$544
CO2 tank refills	\$490	\$52	
Trap batteries, chargers, etc.	\$300	\$492	
Larvacide	\$42,182	\$45,434	\$45,434

Abate	\$27,600	\$28,800	
Altosid	\$4,120	\$4,200	
BVA-2 oil	\$10,212	\$10,890	
Natular		\$1,089	
Padlocks		\$160	
BVA Flush	\$250	\$195	
Adulticide	\$63,841	\$64,611	\$64,611
Fuel	\$13,510	\$11,375	\$11,375
Maintenance	\$4,000	\$9,361	\$9,500
Storage space (Jan-Apr)	\$2,400	\$1,800	\$1,800
NPDES permit	\$2,000	\$0	\$0
Operations space	\$12,500	\$11,375	\$11,500
Storage space (Oct - Dec)	\$3,200	\$0	\$0
CI Fund	\$25,000	\$43,626	\$43,626
Contingency Fund	\$22,178	\$21,129	\$21,129
Misc. (PPE, etc.)	\$3,000	\$3,279	\$3,279
<i>Return to General Fund</i>			\$6,426

RESOLUTION 2012-1: CREATION OF CAPITAL IMPROVEMENTS FUND AND TRANSFER OF MONIES FROM THE 2005-2011 GENERAL FUNDS TO THE CI FUND

The resolution (see attached) was discussed. The funds may need to be held in separate accounts. Scott said Nibley doesn't have to keep theirs separate while Joe said Cornish had to. Terrie has requested clarification from the state auditor's office.

Tom moved, and Joe seconded, to approve resolution 2012-1. Ayes: Wood, Godfrey, Hansen, Gatherum, LaBau, Pitcher, Jepsen, Price, Nelson, Johnson, Lewis, Mather, Ricks; nays: Larsen; motion passed.

2013 BUDGET ADOPTION

The proposed 2013 budget was discussed. Scott and Jeff are concerned that there is no wiggle room, i.e., no extra funds available for emergencies. Scott is upset that the managers are paid more per hour than the field workers when both groups are doing the same job (speciation). He does not feel the managers' wages should be increased. Tom disagrees; both managers are doing more than their titles may indicate.

Tom moved, and Shane seconded, to approve the 2013 budget as presented.

Scott moved, and Kermit seconded, to amend the budget to remove the \$1/hr pay raise for the managers.

Vote on the amendment: ayes—Price, Larsen; nays—Wood, Godfrey, Hansen, Gatherum, LaBau, Pitcher, Jepsen, Nelson, Johnson, Lewis, Mather, Ricks; amendment to the motion fails.

Vote on the 2013 budget: ayes—Wood, Godfrey, Hansen, Gatherum, LaBau, Pitcher, Jepsen, Nelson, Johnson, Lewis, Mather, Ricks; nays—Price, Larsen. Motion passes.

2013 BUDGET	
Administrative Manager	6,300
Field Ops Manager	15,000

Field Workers (larvicide)	30,400
Field Workers (adulticide)	9,900
Trustee Compensation & Mileage	6,000
Officer per diem	500
Payroll Liability	4,900
Workers Comp Insurance	3,215
Safety	3,000
Travel and Training	3,000
Insurance (property, liability, etc.)	5,500
Phones	1,560
Office Supplies	1,500
Accountant	1,000
Dues (UMAA, UASD)	700
Legal Notices	100
Website/Education	150
Larvicide (Abate, Altosid, Natular, oil)	60,628
Adulticide (Kontrol 4-4)	39,190
Surveillance (tanks, batteries, pool tests)	1,450
Fuel	13,510
Maintenance	4,000
Operations site (building rent, utilities)	13,500
UPDES	1,650
Capital Improvement (pickup, ATV, fogger, adulticide module, fogger flow units)	53,000
Return to General Fund (contingency)	1,327
Expenditures	280,000
Revenue	280,000

BILLS

Shane moved, and Tom seconded, to approve the bills; motion passed unanimously.

Maintenance

Firestone (inspections+repairs) 446.08

Phones 131.92

Fuel 39.40

Admin 707.00

Field Ops 520.00

Payroll liabilities 93.87

Workers Comp 112.15

Legal Notices 156.84

Building

rent 900.00

internet 25.00

Rocky Mtn Power 33.59

Questar 7.17

ADJOURNMENT

Shane moved, and Joe seconded, that the meeting be adjourned. The meeting was adjourned at 8:10 pm.

Prepared by /s/ Terrie L. Wierenga Date 1/13/2013 Approved: 1/24/2013