

Cache Mosquito Abatement District Board of Trustees

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, January 22, 2009, 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:

Dave Wood, Amalga
Ed Rigby, Wellsville
Jeff Ricks, unincorporated
Elaine Nelson, North Logan
Mike Carlson, Mendon *arr. 7:18*
Robert Mather, Smithfield *arr. 7:04*
Scott Larsen, Nibley

Darwin Pitcher, Lewiston
Tom LaBau, Hyrum
Dave Gatherum, Hyde Park
Karen Blotter, Millville
Deon Johnson, Providence
Richard Rigby, Newton
Perry Spackman, Trenton

Excused: Shane Lewis, Richmond. Absent: Boyd Pugmire, Clarkston; Nick Murphy, Cornish.

Also in attendance was Chris Nelson, BRHD (Bear River Health District).

The meeting was called to order by Chairman Perry Spackman at 7:00 pm.

MINUTES

The minutes of the December 9, 2008, meeting were reviewed.

Tom moved, and Darwin seconded, that the minutes be approved. Motion passed unanimously with Perry, Scott, and Richard abstaining.

Robert arrived at 7:04.

ELECTION OF OFFICERS

Tom said he would like the Board to consider changing the term of office to two years; this would require amending the bylaws. No decision was made.

Tom nominated the current officers to their respective offices; multiple seconds.
Elaine moved, and Tom seconded, that nominations cease. The officers were re-elected by unanimous acclamation.

ANNUAL REPORT

The draft annual report for 2008 was discussed. Scott felt that the trustees for 2008 should be listed. Since Leslie Erickson is the only change for 2009, it was decided to list the 2009 trustees and add a sentence about Leslie's term of service.

Jeff moved, and Richard seconded, that the 2008 annual report be accepted with the correction; motion passed unanimously.

Mike arrived at 7:18.

BRHD CONTRACT

The BRHD contract was discussed. Scott wanted to know more about the liaison position, specifically what the actual cost was and not just the hours. Chris said he didn't have the exact figures available. Dave W. asked about the fuel costs and what would happen if they turned out higher or lower than the estimate in the contract. The contract can be amended if both parties agree, so this may be revisited during the year. Several trustees would like to see firmer figures, i.e., hourly wages/benefits, itemized breakdown of expenses (surveillance, abatement, chemicals), etc. This would help the Board learn what the actual costs are for providing mosquito abatement services as a tool to decide if and when to provide services on their own. With the current financial summaries from BRHD, that is not obvious.

Tom moved, and Richard seconded, that the contract with BRHD for services for 2009 be accepted; motion passed unanimously. Perry is authorized to sign on behalf of the District.

ULGT INSPECTION

Scott and Chris met with Jason Watterson from ULGT (Utah Local Governments Trust) on December 4, 2008 for an inspection of CMAD's operations. However, Scott had still not received the inspection report so this will be moved to next month's agenda.

Because the meeting was proceeding faster than the times listed on the agenda, Scott moved to suspend the agenda and Robert seconded. The motion passed unanimously.

AUDIT FOR 2008

The audit for 2008 needs to be completed by June 30, 2009. Terrie will check with Matt Regen to see if he is interested in doing it again at the same price as last year (\$1000). If not, then a request for services will be advertised.

TERRIE'S WAGES

Discussion was held on possibly increasing the hourly wage for Terrie as clerk/PIO (public information officer). Scott had reviewed clerk salaries by checking with other entities and feels her current wage is already at the top for a clerk. Dave W. said that a cost of living increase should be built into the budget. Dave G. feels that the wage should be adjusted to reflect the consistency and skills Terrie brings to the position. Jeff talked with Job Services and described Terrie's duties; they said her position would be classified at \$20/hour. Tom said that she does more than a clerk (reporting/summarizing legislative issues, website development/maintenance, etc.). Elaine suggested the Board consider compensation above the hourly wage. Scott said he reviews Terrie's time sheets and she is compensated for all the time she works (taking phone calls, meeting attendance, etc.). He also could not find a description of her title or duties as PIO but that she was appointed by the Board at a meeting he wasn't able to attend to serve as the public liaison for the District since she has all the records.

Tom moved, and Elaine seconded, that Terrie's wages be raised by \$1/hour. Ayes: Dave W., Dave G., Tom, Darwin, Mike, Karen, Richard, Elaine, Deon, Robert, and Perry. Nays: Scott, Ed. Abstain: Jeff. Motion passed.

FINANCIAL REPORT

The 4th quarter 2008 financial report was discussed. Mike Kelly has two checks that were issued in 2007 that he has not cashed. Terrie has tried contacting him but has received no reply. The checks will be voided. Checks will be re-issued to Scott and Jeff since they cannot find the originals. The budget reports were discussed again. The state requires an accounting based on the tax revenue received while the District needs to use an operating budget based on actual funds in the bank. Ed wants to see more detail on the budget reports and from BRHD costs. When the auditor presents the report for 2008, they will be asked to clarify the differences. Terrie was directed that when the next box of checks is ordered to have them imprint a line stating that they will be void 90 days after date of issue.

Perry moved, and Jeff seconded, to accept the 4th quarter 2008 financial report; motion passed unanimously.

BILLS

The following bills were presented. Richard moved, and Darwin seconded, that the bills be paid. Motion passed unanimously.

Terrie's wages	\$143.75
T-Mobile	34.33
Workers Comp Fund	400.50
UASD dues	350.00
Trustee compensation	700.00
Officer per diem	120.00

ADJOURNMENT

There being no further business, Richard moved and Dave G. seconded that the meeting be adjourned. Motion passed unanimously. The meeting was adjourned at 8:00 pm.

Submitted by: /s/ Terrie L. Wierenga clerk

Date: 2/26/09