

Cache Mosquito Abatement District Board of Trustees

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, June 27, 2013, at 7:00 pm in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 11 municipalities and the county unincorporated area were present:

Kendon Godfrey, Clarkston
Dave Gatherum, Hyde Park
Robert Mather, Smithfield
Elaine Nelson, North Logan
Bob Jepsen, Mendon
Deon Johnson, Providence

Darwin Pitcher, Lewiston
Dave Wood, Amalga
Perry Spackman, Trenton
Joe Hansen, Cornish
Jeff Ricks, unincorporated
Tom LaBau, Hyrum

Excused: Gary Bates, Wellsville; Kermit Price, Millville; Mike Peterson, Newton; Scott Larsen, Nibley. Absent: Raymond Smith, Richmond.

Also present: Richard Rigby, Field Ops Manager; Terrie Wierenga, Administrative Manager; and Matt Regen, CPA.

The meeting was called to order at 7:00 pm by chairwoman Elaine Nelson. Tom moved, and Robert seconded, that the agenda be adopted; motion passed unanimously.

MINUTES

The minutes of the April 25, 2013 meeting were reviewed and discussed (no meeting was held in May due to lack of a quorum).

Bob moved, and Jeff seconded, that the minutes be approved; motion passed unanimously with Tom and Darwin abstaining.

2012 FINANCIAL STATEMENTS REVIEW

Matt Regen presented the financial statements review for 2012. He commended the District for keeping a close eye on the funds it collects. All accounting procedures are in order; the accounts are reconciled monthly. The District has net assets (cash, equipment, receivables) of \$531,592. No changes in procedure were recommended. This report and the survey will be filed with the State Auditor's Office.

MANAGERS REPORTS

Richard reported there was a bit of excitement when they took the foggers down for calibration day (May 2): a rear axle on one of the pickups caught on fire! The pickup was pulled to the side of the road and the fire extinguished with no injuries. Three of the foggers continued to the calibration; the fourth was calibrated in June.

Traps were set out but results have been spotty due to weather conditions (wind, cool temperatures below 50 F). Pockets of larva are being found throughout the District but treatment is effective at knocking them out. Fogging has begun in some areas of the District but Richmond, Hyde Park, North Logan, Providence, Millville, and Nibley haven't reached the number threshold yet.

Richard will be gone June 30 through July 7 and would like to have Greg Stott act as assistant manager. He would not have any purchase authority nor a wage increase; he'd mainly sign T&As and direct the workers when needed. The trustees discussed it and feel it is within Richard's authority as field operations manager; they appreciated Richard checking with the Board.

Dave G., in his capacity as financial officer, signs Richard's time card. Richard is putting in lots of time over 80 hours. His preference is to take this as comp time, and Dave G. supports this. Joe asked Richard about the long hours. Basically, fogging requires about 3.25 workers so he picks up the slack there; same for the larvicide. Time requirements are heaviest at the start of the season when getting the equipment up and running and the initial surveillance done. Elaine asked that a specific agenda item be placed for the next meeting to discuss this more fully and directed Terrie to gather information on other districts' personnel vs operation costs.

Ryan is a USU doctoral student; his research is on DNA pathways that lead to developing resistance to pesticides. He collects larva before the workers treat the area then takes them back to his lab for study.

Terrie reported on the phone log (primarily people reporting mosquitoes or asking when fogging will begin in their areas). She was interviewed by USU's Hard News Café. Darwin said that the information is getting to the public and complimented Terrie for her efforts.

CERTIFIED TAX RATE

The county auditor has calculated the 2013 certified tax rate for CMAD; to bring in the same revenue as 2012 plus new growth, the rate will be 0.000089. This will give a budget revenue of \$282,215 which is slightly more than the figure used to set the 2013 budget (\$280,000).

Tom moved, and Deon seconded, to adopt Resolution 2013-1, Adoption of 2013 Certified Tax Rate. Motion passed unanimously.

UMAA CONFERENCE

Tom highly recommends that trustees consider attending this conference. This year's will be held at Ruby's Inn near Bryce Canyon October 6-8. Further discussion on whom and how many trustees will attend will be held no later than the August meeting. Elaine asked Terrie to check into reserving rooms now at the conference venue if there are no penalties for cancelling at a later date.

BILLS

The following bills were presented. Joe asked that Terrie check on the duplicate \$7.90 charge appearing on the list to make sure we weren't double-charged. Joe moved and Darwin seconded

that the bills be paid (if the Cache Honda Yamaha charge of \$7.90 is resolved); motion passed unanimously.

MAY

Maintenance 2,158.61

Home Depot (fogger)	74.53	CC
Home Depot (return)	-11.20	CC
Home Depot (fogger)	9.68	CC
Lowe's	2.97	CC
Wal-Mart (fogger)	4.23	CC
Lowe's (mixer return)	-10.68	CC
Lowe's (spiral mixer)	12.98	CC
Parts Plus (fogger)	6.74	CC
Stauffers Towing	82.50	CC
O'Reilly (fogger)	217.34	CC
O'Reilly (fogger)	3.29	CC
Davis Auto Center (hitch)	278.27	CC
Cache Honda (ATV)	191.06	CC
Cache Honda (return)	-18.64	
DDS Auto	1,315.54	CC

Credit Card breakdown:
Maintenance: \$2158.61
Safety: 780.70
Travel: 172.79

TOTAL: \$3112.10

Safety 780.70

Lowe's (gloves)	64.62	CC
MSC (glasses)	128.84	CC
Cabela's (boots)	146.92	CC
Cache Honda (helmets)	221.13	CC
Image Matters (shirts)	219.19	CC

Travel

Hertz (van)	172.79	CC
-------------	--------	----

Personnel 3,907.18

Admin	555.00		
Field Ops	1,160.00	840	320
Field Wkr Larvicider	1,291.15	339.15	952
Field Wkr Fogger	348.00	198	150
Payroll	355.37		
Workers Comp	197.66		

Building 931.77

Mark Lynne	925.00
Questar	6.77

Phones 130.97

Larvicide oil	5,192.00
Kontrol 30-30	28,165.50
Fuel	428.05

Capital Improvement

London Fog (flow modules)	5,090.25
---------------------------	----------

JUNE

Maintenance

\$638.21

Home Depot (fogger)	74.53	CC
O'Reilly	\$17.99	CC
Valley Implement	\$3.48	CC
Cache Honda Yamaha	\$7.90	CC
Cache Honda Yamaha	\$7.90	CC
IPACO	\$11.15	CC
IPACO	\$8.75	CC
Firestone	\$171.69	
Firestone	\$342.72	

Credit Card charges:

Maintenance	\$145.86
Office supplies	68.34
Safety	213.60
Total	\$427.80

Safety

Grainger (fire extinguishers)	\$213.60	CC
-------------------------------	----------	----

Administrative

Office Supplies

Staples	\$47.03	CC
USPS	\$4.22	
Norton Security	\$21.31	CC
Training (UDAF license)	\$40.00	

ULGT

\$5,107.77

ULGT (liability insurance)	\$3,430.00
ULGT (property insurance)	\$131.89
ULGT (auto insurance)	\$1,545.88

Telephones

\$132.74

Surveillance

Praxair (CO2)	\$36.12
---------------	---------

Fuel

\$568.87

Building

\$930.33

Mark Lynne	\$925.00
Questar	\$5.33

Personnel

Admin Mgr	\$277.50		
Field Mgr	\$1,872.00	\$592.00	\$1,280.00
Larviciders	\$4,315.30	\$1,704.60	\$2,610.70
Foggers	\$1,243.23	\$340.00	\$903.23
Surveillance	\$205.00	\$60.00	\$145.00
Payroll Liabilities	\$606.70	\$207.64	\$377.83
Workers Comp	\$197.66		

ADJOURNMENT

The July meeting was discussed. It is scheduled for July 25; in a poll of the trustees, there would not be a quorum for that night nor for the week after. Dave W. moved, and Kendon seconded, that the July 25 meeting be cancelled; motion passed unanimously.

Joe moved, and Dave G. seconded, that the meeting be adjourned. The meeting was adjourned at 7:51 p.m.

Prepared by /s/ Terrie L. Wierenga

Date 8/6/2013

Accepted: 8/22/13