

Cache Mosquito Abatement District Board of Trustees Meeting

May 25, 2017

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, May 25, 2017 at 7:00 pm in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 11 municipalities were present:

Craig Rigby, Newton	Dave Gatherum, Hyde Park	Kevin Tingey, Wellsville
Dan Richins, Richmond	Deon Johnson, Providence	Paul James, Hyrum
Darwin Pitcher, Lewiston	Joe Hansen, Cornish	Roger Lincoln, Smithfield
Dave Wood, Amalga	Kendon Godfrey, Clarkston	

Excused: Elaine Nelson, North Logan
Greg Taylor, Mendon
Jeff Ricks, County Unincorporated Area
Justin Maughan, Nibley
Kermit Price, Millville
Perry Spackman, Trenton

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

AGENDA

The meeting was called to order at 7:00 pm by Chairman Joe Hansen. The agenda was reviewed, with the suggestion by the chairman that the scheduled closed meeting would not be needed.

Paul James moved and Kendon Godfrey seconded that the agenda be adopted minus the scheduled closed meeting. Ayes: Gatherum, Godfrey, Hansen, James, Johnson, Lincoln, Pitcher, Richins, C. Rigby, Tingey, Wood. Nays: None. Motion passed unanimously.

MINUTES OF PREVIOUS MEETING

The minutes of the April 27, 2017 meeting were reviewed.

Paul James moved and Darwin Pitcher seconded that the minutes be approved. Ayes: Gatherum, Godfrey, Hansen, James, Johnson, Lincoln, Pitcher, Richins, C. Rigby, Tingey, Wood. Nays: None. Motion passed unanimously.

(TENTATIVE) CPA REPORT

This was postponed until the June meeting.

QUESTIONS FROM PUBLIC

The chairman has had a few discussions outside of regular board meetings with individuals seeking information about their community joining CMAD. Time was therefore reserved on the

agenda for questions from the public. However, there were no individuals present who wished to ask questions.

MANAGER REPORTS

Richard Rigby said everyone is hired, and Greg and Carolee have been out since the first of May and are doing well. Water is still high in a lot of places, and they are finding water in places they haven't seen it in years. For instance, Newton Reservoir is clear up into Clarkston. Richard sprayed once last week and once this week in Clarkston, and plans to do so again next week. He sprayed once in Mendon and a little bit in Benson.

Employees have been working on pesticide licensing, and all are done now except one. The fogger is fixed. Oil changes are done and trucks are almost ready, with miscellaneous maintenance items being taken care of. Equipment is mostly up and running. Richard guesses they will be doing full fogging within the next 2 weeks if it continues to warm up. When asked what kind of mosquito is out now, he reported it is mostly the Ochlerotatus.

Debbie Mays reported the County Treasurer's Office overpaid CMAD by \$705.08, which was returned via check. Old Petty Cash fund of \$81.72, which really has not been used for years, was given to Dave Gatherum to deposit. Debbie called those on the No-Spray list last year who had not turned in a form this year. She reports they were very appreciative of the call and most asked to stay on the list this year.

The Utah Association of Special Districts is holding their annual convention in Layton on Nov. 1-3. Debbie asked for and received the recommendation to attend this training (as has been done in the past), including a 2-night stay at the conference hotel.

The question was asked if College-Young Ward wanted to join our mosquito abatement district, what would need to happen. Terrie replied that basically they would just need to dissolve their own district and they would then become part of the county unincorporated area. She suggested that the last time she checked into it, their assessment was perhaps 6 to 8 times higher than what our levy is.

CONTINUED DISCUSSION ON PROPERTY SITES

A discussion was entered into concerning various property sites the board has been considering for several months now. After much discussion of individual sites, the chairman asked if anyone had a direction they would like to pursue. Richard suggested that he would like to see something solidified, as this discussion has been going on once a month for close to 3 years now. He said he understands that the board is trying to get the "best bang for the buck," which is good, but he feels it has been going on long enough and some decisions need to be made. Discussion continued for a time on the specific needs for CMAD, and what may or may not be optimal as far as amount of land and size of building needed.

Based on that discussion, Dave Gatherum moved, and Kendon Godfrey seconded, that the board focus solely on a particular property in Hyde Park. The intent is to take steps to decide during this next month if it will or will not be suitable. If it is deemed suitable, the decision could be finalized to purchase. If it is deemed not suitable, it will be crossed off the list of possibilities. Ayes: Gatherum, Godfrey, Hansen, James, Johnson, Lincoln, Pitcher, Richins, C. Rigby, Tingey, Wood. Nays: None. Motion passed unanimously.

The chairman then asked how to break down into assignments. Dave G. volunteered to talk to the building inspector in Hyde Park with any questions for him. It was decided Richard would put

\$1000 earnest money down to hold the property. Joe suggested the earnest money agreement needed to be worded carefully, so that if it turns out the property is not suitable for the building needed or the operations of CMAD, the earnest money will be returned.

Dave G. volunteered to present the idea of purchasing the property to the Hyde Park Planning and Zoning to see what their thoughts are. Joe would like to go with Dave G to that meeting. Terrie said that back when they were first setting up operations to rent the current property, they went to the Hyde Park Planning and Zoning with a list of the chemicals they would be working with. Operations were approved at that time, and she says higher quantities of chemicals were being used back then than currently, so she believes it will not be a problem.

The question was posed about designing a building, whether a draftsman's or architect's services would be needed. Terrie said the State Purchasing Division could help with designing, recruiting an architect, etc. if needed. Richard stated the things needed are an office, a place for vehicles, restrooms, and a lab area. A conference room would be useful but not mandatory. A shop to work on vehicles would be useful but not mandatory as well.

A suggestion was made to use a contractor to draw a site plan. Deon will talk to someone about possibly coming next month to suggest some options. In the final selection there would, of course, need to be advertising for contractor bids before one was chosen.

BILLS

The following bills were presented:

Personnel			Fuel	\$25.55	
Admin	\$1,482.46				
Field Ops	\$1,492.99		Safety		
Larviciders	\$1,221.22		Cache Honda (helmet)	\$56.24	RCC
Foggers	\$239.20		Image Matters (shirt)	\$23.19	RCC
Payroll Taxes (Company)	\$339.34				
			Maintenance		
Operations site			TrailRider's Repair	\$150.00	
building + internet	\$1,025.00		CarSmart (safety, emis 2011 Ford)	\$25.00	RCC
Rocky Mountain Power	\$40.59		CarSmart (safety 2013 Chev)	\$1.50	RCC
Questar	\$56.97		CarSmart (keyed 1.50, need 15.00)	\$13.50	RCC
			NAPA	\$7.99	RCC
Phones (activate field phones)	\$373.06	TCC	Walmart (eng. cleaner, start fluid)	\$23.69	RCC
Protective case-Adm. Man.	\$30.00	TCC	NAPA (cable)	\$5.49	RCC
			Interstate (battery)	\$99.80	RCC
Administration			Smithfield Implement (gloves)	\$17.46	RCC
Cache C. Treas. (They overpaid)	\$705.08		NAPA (disp. gloves)	\$12.99	RCC
Workers comp (fee, audit, bonds)	\$368.07		NAPA	\$3.05	RCC
Admin mileage	\$99.78		Home Depot	\$12.46	RCC
Field Ops mileage	\$158.36		Sam's Club	\$29.34	RCC
UDAF pesticide licenses (3)	\$60.00	RCC	Firestone (2013 Chev tires/align.)	\$495.69	
			Firestone (2013 Ford safety inspec.)	\$12.75	
Office Equipment/Supplies			Training		
Staples (CDs,USB)	\$29.73	TCC	UDAF (test)	\$20.00	RCC
Staples (printer toner)	\$85.99	TCC			

Paul James moved, and Kendon Godfrey seconded, that the bills be paid. Ayes: Gatherum, Godfrey, Hansen, James, Johnson, Lincoln, Pitcher, Richins, C. Rigby, Tingey, Wood. Nays: None. Motion passed unanimously.

ADJOURNMENT

Kendon Godfrey moved and Dave G. seconded that the meeting be adjourned. The meeting was adjourned at 8:02 p.m.

Prepared by Debbie Mays Date 5/26/2017

Accepted: 6/22/2017