

**Cache Mosquito Abatement District
Board of Trustees Meeting
July 25, 2019**

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, July 25, 2019, at 7:00 pm in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 10 municipalities were present:

Craig Hidalgo, Clarkston	Greg Taylor, Mendon	Paul James, Hyrum
Darwin Pitcher, Lewiston	Joe Archer, North Logan	Roger Lincoln, Smithfield
David Gatherum, Hyde Park	Kevin Tingey, Wellsville	
David Wood, Amalga	Kim Hatch, Trenton	

Excused:	Craig Rigby, Newton	Joe Hansen, Cornish
	Dan Richins, Richmond	Kermit Price, Millville
	Deon Johnson, Providence	Nibley trustee, currently unnamed
	Jeff Ricks, Unincorporated	

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

AGENDA

The meeting was called to order at 7:02 pm by Treasurer David Gatherum. The agenda was reviewed.

Roger Lincoln moved and Kevin Tingey seconded that the agenda be adopted. Ayes: Archer, Gatherum, Hatch, Hidalgo, James, Lincoln, Pitcher, Taylor, Tingey, Wood. Nays: None.
Motion passed unanimously.

MINUTES OF PREVIOUS MEETING

The minutes of the June 27, 2019, meeting were reviewed.

Paul James moved and David Wood seconded that the minutes be approved. Ayes: Archer, Gatherum, Hatch, Hidalgo, James, Lincoln, Pitcher, Taylor, Tingey, Wood. Nays: None.
Motion passed unanimously.

PROCUREMENT COMMITTEE REPORT

Manager Richard Rigby reported the land purchase was completed in July. It was determined that next month a group of 4 or 5 trustees would be designated to be on the procurement committee to begin the process for designing our building. Creation of this committee will be placed on the August agenda. Richard is asked to be a part of that committee as well, to give his input.

Richard reported several architectural firms have shown interest and have drawn up some preliminary plans. He will bring those next month. It was suggested that we use a dollar amount of \$600,000 and see what that will buy us, as well as possibly determine what a reasonable time line would be for things to be accomplished. The suggestion was also made that perhaps we could do the building in phases, depending on how much things cost and whether we need to save more money to finish things up.

MANAGER REPORTS

Richard Rigby reports that he has made plans for maintaining a booth at the county fair in August. The purpose is to help educate the public on what we do. He will have some of our equipment available to show as well as some informational handouts. An example of something people might find interesting is that in an area the size of a football field, we only fog with an amount of active ingredient roughly equivalent to the size of an aspirin.

Richard reports that on July 16 they counted 2200 mosquitoes, and then this week they had a count of almost 3000. He attributes the high numbers to the hot weather. He sent 27 vials to the lab this week, which is much higher than normal, to be tested for West Nile Virus. Sending for testing is contingent on how many mosquitoes are in the traps. When numbers are higher, more testing needs to be done. Richard explained a little bit about how the counting is done and what needs to happen to prepare the vials for testing.

The question was asked about cases of West Nile Virus. Richard reports that the Moab area tested positive 2 weeks ago, and last week Davis County tested positive. There have not been any human or horse cases reported in Utah yet, however.

Administrative Manager Debbie Mays gave a handout showing bills for July and an indication of how we are doing overall with our yearly budget. Included in information sent to the trustees before this meeting is a draft of a policy for Personal Use of Public Property, which is on the agenda for approval this evening.

ADOPTION OF POLICY FOR PERSONAL USE OF PUBLIC PROPERTY

A sample Personal Use of Public Property policy was sent to us from UASD, which was discussed at our meeting last month. It was determined then that we would use the format and content as they sent it to us, with the addition of our name. All trustees received a copy prior to our meeting this evening, and this was reviewed.

Paul James moved and Joe Archer seconded that the policy be approved. Ayes: Archer, Gatherum, Hatch, Hidalgo, James, Lincoln, Pitcher, Taylor, Tingey, Wood. Nays: None. Motion passed unanimously.

BILLS:

Personnel

Payroll Tax Liability \$1,048.73

Wages

Administrative Manager \$659.10

Manager \$2,000.00

Website Manager \$72.46

Workers, Adulthood \$3,236.98

Workers, Larvicide \$7,390.90

Workers, Surveillance \$349.25

Administration

Accountant (Matthew Regen, CPA) \$1,200.00

Administrative Manager Mileage \$42.92

Miscellaneous (Safety, Shipping, etc.)

Cache County (fairgrounds booth) \$205.00

Office Supplies (Deluxe checks) \$262.99

Phones

Google Cloud \$9.60

Verizon \$401.50

Travel & Training

Pesticide class/test (overcharge) \$20.00

Trustee Comp, Mlge, Officer, Training \$1,719.46

Workers Comp \$85.69

Abatement

Adulthood Supplies \$19,041.00

Surveillance (UDOH 3 WNV pools) \$45.00

Fuel \$2,074.56

Maintenance

Staples (10 gal cle) \$13.99

Home Depot (pump protect, nozzle) \$35.44

Lee's (batt) \$12.29

Harbor Freight Tools (batt tran pump) \$9.99

Lightning to USB cable, power XL \$89.96

Jack's Tire & Oil (oil, filter, etc.) \$42.95

Interstate Battery (6V 12 AH SLA .187) \$105.60

Amazon (hose barb and adapter) \$32.55

Amazon (truck lights) \$99.99

Napa (tune up, gas can) \$24.68

Lee's (clamp) \$10.75

Jack's Tire & Oil (tire repair) \$13.50

Operations Site

Building + Internet \$1,025.00

Rocky Mountain Power \$61.92

Dominion Energy (credit bal \$102.19) \$0.00

Kevin Tingey moved and Darwin Pitcher seconded that the bills be approved. Ayes: Archer, Gatherum, Hatch, Hidalgo, James, Lincoln, Pitcher, Taylor, Tingey, Wood. Nays: None. Motion passed unanimously.

ADJOURNMENT

David Gatherum moved and Joe Archer seconded that the meeting be adjourned. The meeting was adjourned at 7:43 p.m.

Prepared by Debbie Mays Date 7/25/2019

Accepted: 8/22/2019