

**Cache Mosquito Abatement District
Board of Trustees Meeting
April 23, 2020**

The Cache Mosquito Abatement District (CMAD) Board of Trustees met online Thursday, April 23, 2020 at 7 p.m. using Zoom software due to restrictions on public gatherings because of the Covid-19 pandemic.

Unfortunately, there were some technical problems for 3 trustees who tried but were unable to join the meeting using Zoom. Debbie Mays, Administrative Manager, contacted them by phone after the meeting to find out and include their votes in the official matters of business conducted this evening. They are:

David Wood, Amalga

Joe Hansen, Cornish

Kermit Price, Millville

Representatives from 11 municipalities were able to join the Zoom meeting:

Craig Hidalgo, Clarkston

David Gatherum, Hyde Park

Kim Hatch, Trenton

Craig Rigby, Newton

Greg Taylor, Mendon

Paul James, Hyrum

Dan Richins, Richmond

Jeff Ricks, Unincorporated

Roger Lincoln, Smithfield

Darwin Pitcher, Lewiston

Joe Archer, North Logan

Excused: Deon Johnson, Providence
Kevin Tingey, Wellsville

Nibley trustee, currently unnamed

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

AGENDA

The meeting was called to order at 7:05 pm by Vice Chair Dan Richins. The agenda was reviewed.

Paul James moved and Roger Lincoln seconded that the agenda be adopted. Ayes: Archer, Gatherum, Hatch, Hidalgo, James, Lincoln, Pitcher, Richins, Ricks, C Rigby, Taylor. Nays: None. Motion passed unanimously. (Hansen, Price, and Wood were unable to vote due to technical difficulties and were not asked to vote on this item after the meeting.)

MINUTES OF PREVIOUS MEETING

The minutes of the February 27, 2020 meeting were reviewed.

Roger Lincoln moved and Jeff Ricks seconded that the minutes be approved. Ayes: Archer, Gatherum, Hansen, Hatch, Hidalgo, James, Lincoln, Pitcher, Price, Richins, Ricks, C Rigby, Taylor, Wood. Nays: None. Motion passed unanimously (including the 3 votes obtained after the meeting).

BILLS:

Because the March board meeting was cancelled, bills for the months of both March and April were presented and reviewed.

March Bills:**Personnel**

Payroll Tax Liability \$201.19

Wages

Administrative Manager \$499.49

Manager \$2,060.00

Website Manager \$70.24

Administration

Administrative Manager Mileage \$35.08

Phones

Google Cloud \$9.60

Verizon \$120.63

Trustee Comp, Mileage, Officers

Kim Hatch (Feb attendance, mileage) \$50.70

Abatement

Fuel \$176.87

Maintenance

NAPA (oil, etc.) \$74.05

NAPA (wiper blades) \$37.98

Lee's (drill) \$125.00

Operations Site

Building + Internet \$1,025.00

Rocky Mountain Power \$36.21

Dominion Energy \$60.83

Vehicles/Equipment

ATVs \$18,816.00

April Bills:**Personnel**

Payroll Tax Liability \$206.96

Wages

Administrative Manager \$566.32

Manager \$2,060.00

Website Manager \$79.02

Administration

Administrative Manager Mileage \$43.41

Dues (Lt. Gov. Office entity registration) \$25.00

Miscellaneous (Safety, Shipping, etc.)

Image Matters (Shirts 12 Caps 5) \$302.43

Cabela's (Waders 4) \$149.96

MSC (Goggles 10) \$279.30

NorthernTool (Gloves 4) \$51.96

Cache Co. Fair booth fee \$51.50

Office Supplies (Staples: Toner) \$133.44

Phones

Google Cloud \$9.60

Verizon \$120.38

Premiums (Insurance, Bonding) \$9.10

Trustee Comp, Mileage, Officer \$1,142.88

Website (Westhost domain regis) \$25.06

Abatement

Adulticide Supplies (NorthernTool) \$227.44

Surveillance Supplies (Uline dig scale) \$147.87

Fuel \$94.33

Maintenance

Lee's (Service Jack) \$134.99

Sign This (2 signs) \$64.00

Amazon.com (6 signs, storage bin) \$119.79

OSHA signs \$32.97

Amazon.com (lights bar cab mount) \$254.86

Lee's (CM bag combo) \$9.99

Cache Car Wash \$55.00

Lee's (clamps and fasteners) \$48.07

Operations Site

Building + Internet \$1,025.00

Rocky Mountain Power \$39.59

Dominion Energy \$52.96

Vehicles/Equipment

Pickup Trucks (Bancorp 2020 Ford) \$4,038.99

Trailer \$1,037.00

Paul James moved and Joe Archer seconded that the bills be approved. Ayes: Archer, Gatherum, Hansen, Hatch, Hidalgo, James, Lincoln, Pitcher, Price, Richins, Ricks, C Rigby, Taylor, Wood. Nays: None. Motion passed unanimously (including the 3 votes obtained after the meeting).

MANAGER REPORTS

Manager Richard Rigby reported he has responded to a few calls from Nibley and one from North Logan with concerns about mosquitoes. He was able to apply some larvicide in those areas. He also was able to educate some citizens about the limitations of fogging and our inability to fog during the daytime hours to help with the day-biting mosquitoes. Richard has received our new equipment for this year, including a newly-designed rack. Almost all employees are hired. He does still have one part-time opening for someone to count mosquitoes. There was some discussion about the qualifications needed for that opening. Richard also talked to a Nibley resident who is interested in serving as a CMAD trustee, and that person has contacted the Nibley City Council about it.

As the UMAA spring training was cancelled due to coronavirus restrictions, there will be a steeper learning curve for the new employees this season, but Richard believes it will work out with some extra training from him. He also mentioned he talked with the Lt. Governor's office about mosquito abatement being considered an essential service even during the coronavirus restrictions and CMAD will be allowed to begin service as normal, though we need to include social distancing.

Administrative Manager Debbie Mays spoke about the March and April Administrative Manager reports which were mailed and/or emailed to trustees last week. These show our financial position in both March and April, along with the bills for those months which were approved earlier in this meeting. There was also a note about the change in the IRS mileage rate this year which went down ½ cent, as well as a reminder about annual Open and Public Meetings training required for all trustees.

DISCUSSION ABOUT NEW CMAD BUILDINGS

Richard presented some information about the possibility of obtaining a loan for our new buildings. He has contacted 3 different banks, and he spoke about the results of this inquiry. Some discussion was held, and trustees were encouraged to think about whether they would support obtaining a loan versus continuing to save money for our buildings. More discussion will be held next month.

ADJOURNMENT

Joe Archer moved and Jeff Ricks seconded that the meeting be adjourned. The meeting was adjourned at 8 p.m.

Prepared by Debbie Mays Date 4/23/2020

Accepted: 5/28/2020