

**Cache Mosquito Abatement District
Board of Trustees Meeting
May 28, 2020**

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, May 28, 2020 at 7 p.m. in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 12 municipalities were present and restrictions due to the coronavirus were followed, including social distancing and encouragement to wear face masks:

Craig Hidalgo, Clarkston	David Gatherum, Hyde Park	Joe Hansen, Cornish
Craig Rigby, Newton	David Wood, Amalga	Kermit Price, Millville
Dan Richins, Richmond	Deon Johnson, Providence	Kevin Tingey, Wellsville
Darwin Pitcher, Lewiston	Jeff Ricks, Unincorporated	Roger Lincoln, Smithfield

Excused:	Greg Taylor, Mendon	Paul James, Hyrum
	Joe Archer, North Logan	Nibley trustee, currently unnamed
	Kim Hatch, Trenton	

Also present: Matt Regen, CPA
Debbie Mays, Administrative Manager
Richard Rigby, Manager

AGENDA

The meeting was called to order at 7 p.m. by Chair Joe Hansen. The agenda was reviewed.

Darwin Pitcher moved and Jeff Ricks seconded that the agenda be adopted. Ayes: Gatherum, Hansen, Hidalgo, Johnson, Lincoln, Pitcher, Price, Richins, Ricks, C Rigby, Tingey, Wood.
Nays: None. Motion passed unanimously.

ANNUAL REPORT FROM MATT REGEN, CPA

Matt Regen, CPA, was present and gave his annual report. He said the District is doing well and is in compliance with everything his report covers. There was time for questions, and several trustees asked questions about his report and also about any counsel he could provide on our upcoming decisions concerning our new buildings. This prompted a good discussion and was helpful. We appreciate the professional assistance Matt provides to the District.

Kevin Tingey moved and Kermit Price seconded that the filed financial statement from Matt Regen, CPA, be accepted. Ayes: Gatherum, Hansen, Hidalgo, Johnson, Lincoln, Pitcher, Price, Richins, Ricks, C Rigby, Tingey, Wood. Nays: None. Motion passed unanimously.

MINUTES OF PREVIOUS MEETING

The minutes of the April 23, 2020 meeting were reviewed.

Jeff Ricks moved and Craig Hidalgo seconded that the minutes be approved. Ayes: Gatherum, Hidalgo, Lincoln, Pitcher, Richins, Ricks, C Rigby. Nays: None. Motion passed unanimously. Hansen, Johnson, Price, Tingey, and Wood abstained.

MANAGER REPORTS

Manager Richard Rigby reports he did have a full crew, but one new employee has instead taken a job in another city. Richard now needs one part-time person to do speciation on Tuesday mornings. His daughter is interested in the job and Richard would be willing to hire her, but if someone else applies that he believes would do a good job, he would hire them instead of his daughter to avoid any appearance of nepotism.

Richard has begun larviciding and was in Mendon for that last week. Most of his efforts so far have been in the south end of the county, with a little in the north. He fogged in Clarkston on Monday, as there have been several calls from citizens there, and he will go again on Friday. The regular fogging schedule begins next Monday. The 2013 truck has been sold for \$7,000, which he believes was a reasonable price. Richard reports he has ordered the season's products, and this led to an informative discussion on chemicals used. A question was asked about any connections between mosquitoes and Covid-19, and the answer is none.

Administrative Manager Debbie Mays spoke about the May Administrative Manager report which was mailed and emailed to trustees last week. This shows our financial position in May, along with the bills for this month.

Debbie then presented some "worst-case" financial scenarios to give trustees information to consider as they will be making a decision tonight on whether to pursue a loan for our new buildings.

BILLS:

Personnel

Payroll Tax Liability \$229.41

Wages

Administrative Manager \$886.41

Manager \$2,060.00

Website Manager \$52.68

Administration

Administrative Manager Mileage \$58.65

Phones

Google Cloud \$11.92

Verizon \$120.38

Premiums (Insure new 2020 Ford truck) \$91.98

Trustee Comp, Mileage, Off. Per Diem

Kim Hatch April Meeting \$30.00

Workers Comp (2019 Audit addit prem) \$55.39

Abatement

Surveillance Supplies (3 traps) \$531.75

Fuel \$90.55

Maintenance

OSHA signs (0.30 ship on April purch.) \$0.30

Operations Site

Building + Internet \$1,025.00

Rocky Mountain Power \$46.71

Dominion Energy \$21.19

PO Box (Annual Renewal) \$76.00

Vehicles/Equipment

Handhelds (Norton annual) \$106.94

David Gatherum moved and Darwin Pitcher seconded that the bills be approved. Ayes: Gatherum, Hansen, Hidalgo, Johnson, Lincoln, Pitcher, Price, Richins, Ricks, C Rigby, Tingey, Wood. Nays: None. Motion passed unanimously.

DISCUSSION/DECISION ON NEW CMAD BUILDINGS

A lively but respectful discussion was held among the trustees, which also included Debbie and Richard as Administrative Manager and Manager. The topics included whether or not to pursue a loan as well as what is believed the District needs as far as buildings, especially as they relate to the safety and welfare of its employees. Appreciation for the input of all trustees and employees was also voiced. It was noted that in order to obtain a loan, we must first have a public hearing on it.

Dan Richins moved and Deon Johnson seconded that we begin the process of procuring a loan with the goal to build the garage, administration, and storage buildings. Ayes: Gatherum, Hansen, Hidalgo, Johnson, Lincoln, Pitcher, Price, Richins, Ricks, C Rigby, Tingey, Wood. Nays: None. Motion passed unanimously.

It was decided we will hold a public hearing next month at the beginning of our regular meeting on June 25 at 7 p.m. Debbie will put the required notification in the Herald Journal newspaper prior to that time. In the meantime, Richard will contact Design West to begin the process of obtaining bids for the buildings.

ADJOURNMENT

Kevin Tingey moved and Darwin Pitcher seconded that the meeting be adjourned. The meeting was adjourned at 8:40 p.m.

Prepared by Debbie Mays Date 5/28/2020

Accepted: 6/25/2020