

**Cache Mosquito Abatement District
Board of Trustees Meeting
May 26, 2022**

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, May 26, 2022, 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:

Craig Hidalgo, Clarkston	Don Sheffer, Richmond	Kevin Tingey, Wellsville
Craig Rigby, Newton	Greg Taylor, Mendon	Kim Hatch, Trenton
David Gatherum, HP (7:05)	Jeff Ricks, Unincorp (7:02)	Paul James, Hyrum
David Wood, Amalga	Joe Hansen, Cornish	Tom Davis, Nibley

Excused: Curtis Wall, Smithfield Darwin Pitcher, Lewiston Deon Johnson, Providence
Joe Archer, North Logan Kermit Price, Millville

Also present: Debbie Mays, Administrative Manager Richard Rigby, Manager
Jeff Nebeker, Providence City Council

ADOPT AGENDA

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

Craig Hidalgo moved and Paul James seconded that the agenda be adopted. Ayes: Davis, Gatherum, Hansen, Hatch, Hidalgo, James, Ricks, C Rigby, Sheffer, Taylor, Tingey, Wood.
Nays: None. Motion passed unanimously.

MINUTES OF PREVIOUS MEETING

The minutes of the April 28, 2022 meeting were reviewed.

Paul James moved and David Wood seconded that the minutes be approved. Ayes: Davis, Gatherum, Hansen, Hatch, Hidalgo, James, Ricks, C Rigby, Sheffer, Taylor, Tingey, Wood.
Nays: None. Motion passed unanimously.

MANAGER REPORTS

Manager Richard Rigby reports he has been getting equipment ready for the season. The new truck is in. He will be setting up traps soon and plans to possibly begin fogging on Monday, June 6. It will depend on weather conditions and mosquito counts, as well as citizen calls from the community. The seasonal employees have been hired. There was some discussion about future needs of the District, including the possibility of fogging more than 4 nights a week and/or possibly obtaining more equipment if needed.

Administrative Manager Debbie Mays provided a handout with updated information on this month's bills as well as our current budget position. She also provided information regarding the benefits of using surplus funds to pay down our building loan early, in preparation for our agenda discussion this evening.

POSITION ANNOUNCEMENT FOR ADMINISTRATIVE MANAGER

Debbie prepared a position announcement for review due to her plan to retire this fall. Discussion followed with ideas offered of ways to encourage people to apply. As our Website Manager also plans to retire in the near future, it was suggested that a bulleted item be added to the job summary about overseeing maintenance of the District website. Trustee Paul James offered to look into possibly hiring a student (or instructor) to set up our website on a user-friendly platform which the Administrative Manager would then oversee.

Paul James moved and Craig Hidalgo seconded that the position announcement be approved with the added bulleted item. Ayes: Davis, Gatherum, Hansen, Hatch, Hidalgo, James, Ricks, C Rigby, Sheffer, Taylor, Tingey, Wood. Nays: None. Motion passed unanimously.

PLAN FOR 2021 SURPLUS FUNDS

There was some discussion about the pros and cons of using 2021 surplus funds to pay down the loan, with some uneasiness expressed about moving forward on this with current economic uncertainties.

Craig Hidalgo moved and Paul James seconded that the discussion be tabled for 6 months due to uncertain economic conditions. Ayes: Davis, Gatherum, Hansen, Hatch, Hidalgo, James, C Rigby, Sheffer, Taylor, Tingey, Wood. Nays: None. Motion passed unanimously with one abstention by Jeff Ricks, as he stated he was undecided.

BILLS:

Personnel

Payroll Tax Liability	\$281.89
Administrative Manager	\$1,003.86
Manager	\$2,227.05
Website Manager	\$56.97
Workers, Adulthood	\$0.00
Workers, Larvicide	\$396.55
Workers, Surveillance	\$0.00

Administration

Administrative Manager Mileage	\$40.95
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Miscellaneous (Safety, Shipping, etc.)

MSC (8 goggles)	105.04
Amazon (4 pair gloves)	62.36
Cabella's (3 pair hip waders)	144.47
Image Matters (shirts, caps, jackets)	464.13
Office Equipment (Comcast)	\$427.19
Office Supplies (batteries)	\$9.06

Phones

Google Cloud	\$12.00
Verizon	\$406.24
Travel & Training (3 pesticide licenses)	\$60.00

Abatement

Adulthood Supplies

Clarke (Duet)	\$1,133.74
Target (DeltaGard)	\$20,160.00
Larvicide Sup (Clarke: Fourstar, Altosid)	\$14,380.00
Surveillance Supplies (AirGas)	\$41.65
Fuel	\$162.15

Maintenance

Vevor (extension cord)	\$79.99
Napa (seal lead acid, fittings, ferrules)	\$117.85
Harbor Freight (retract air, connectr)	\$113.40
Lee's Ace (air cplr, plug, fasteners)	\$14.20
Home Depot (2x4s, 4x4s, bolts, etc.)	\$91.28
Sign This (CMAD vinyl)	\$67.98
Napa (slide terminal)	\$4.43
Lee's Ace (pipe sch40, adapter)	\$13.11
Amazon Business (roof mt lights)	\$191.99

Operations Site

Hyde Park City	\$141.96
Rocky Mountain Power	\$511.11
Dominion Energy	\$234.12

Vehicles/Equipment

Handhelds (Norton annual)	112.29
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Kevin Tingey moved and Craig Rigby seconded that the bills be approved. Ayes: Davis, Gatherum, Hansen, Hatch, Hidalgo, James, Ricks, C Rigby, Sheffer, Taylor, Tingey, Wood. Nays: None. Motion passed unanimously.

ADJOURNMENT

Craig Hidalgo moved and Don Sheffer seconded that the meeting be adjourned. Ayes: Davis, Gatherum, Hansen, Hatch, Hidalgo, James, Ricks, C Rigby, Sheffer, Taylor, Tingey, Wood. Nays: None. Motion passed unanimously. The meeting was adjourned at 8:03 p.m.

Prepared by Debbie Mays Date 5/26/2022

Accepted: 6/23/2022