

**Cache Mosquito Abatement District
Board of Trustees Meeting
November 10, 2022**

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, November 10, 2022, at 7 p.m. in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 13 municipalities were present:

Craig Hidalgo, Clarkston	Don Sheffer, Richmond	Kim Hatch, Trenton
Craig Rigby, Newton (arrived @ 7:04)	Jeff Ricks, Unincorporated	Paul James, Hyrum
Darwin Pitcher, Lewiston	Joe Archer, N. Logan (arrived @ 7:02)	Tom Davis, Nibley
David Gatherum, Hyde Park	Joe Hansen, Cornish	
David Wood, Amalga	Jon Wells, Smithfield	

Excused: Greg Taylor, Mendon Kermit Price, Millville Kevin Tingey, Wellsville

Also present: Jessica Olson, Administrative Manager Richard Rigby, Manager

ADOPT AGENDA

The meeting was called to order at 7:00 p.m. by Chair Joe Hansen. The agenda was reviewed.

Paul James moved and Darwin Pitcher seconded that the agenda be adopted. Ayes: Davis, Gatherum, Hansen, Hidalgo, Hatch, Ricks, Sheffer, Wells, Wood. Nays: None. Motion passed unanimously. (Archer and Rigby were not yet present.)

OATH OF OFFICE

Newly appointed trustee from the city of Smithfield, Jon Wells, took the Oath of Office. The oath was administered by Jessica Olson, clerk. The city of Providence will have a new trustee appointed by next month.

MINUTES OF PREVIOUS MEETING

The minutes of the October 27, 2022 meeting were reviewed.

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

MANAGER REPORTS

Manager Richard Rigby noted that because it had only been two weeks since our last meeting, coupled with the fact that the season is over, he didn't have much to report on. He did report that he has scheduled the annual dinner for all seasonal employees for December 21 at Callaway's in Smithfield.

Administrative Manager Jessica Olson outlined changes she made to the Administrative Manager Report—with the intent of making it easier to read and quickly pull information from it. Craig Hidalgo

requested that she add dates for the bills listed; dates will be added to the report beginning in December. Items for next month's agenda were discussed.

BILLS:

Personnel	\$3,297.03	Administration	\$1,301.48
Payroll Tax Liability	\$234.30	Admin Manager Miles	\$104.13
Admin Manager	\$720.00	Office Equipment (Comcast)	\$153.99
Manager	\$2,227.05	Sam's Club (chairs)	\$199.84
Website Manager	\$56.97	<u>Phones</u>	
Workers, Adulticide	\$0.00	Google Cloud	\$12.00
Workers, Larvicide	\$22.71	Verizon	\$405.97
		<u>Travel & Training</u>	
		Food	\$55.97
		Lodging	\$369.58
		Vehicles/Equipment	\$55.40
		Handhelds (Verizon Connect)	\$55.40

Abatement	\$898.90
Fuel	\$167.03
Maintenance (winterizing supplies)	\$94.22
<u>Operations Site</u>	
Hyde Park City	\$141.96
Rocky Mountain Power	\$488.47
Dominion Energy	\$7.22

Paul James moved and Joe Archer seconded that the bills be approved. Ayes: Davis, Gatherum, Hansen, Hidalgo, Hatch, Pitcher, Ricks, Rigby, Sheffer, Wells, Wood. Nays: None. Motion passed unanimously.

ADJOURNMENT

Jon Wells moved and Joe Archer seconded that the meeting be adjourned. Ayes: Davis, Gatherum, Hansen, Hidalgo, Hatch, James, Pitcher, Ricks, Rigby, Sheffer, Wood. Nays: None. Motion passed unanimously. The meeting was adjourned at 7:09 p.m.

Prepared by Jessica Olson Date 10 November 2022

Accepted: 8 Dec 2022