

Cache Mosquito Abatement District Board of Trustees

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, April 28, 2016 at 7:00 pm in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 11 municipalities and the county unincorporated area were present:

Darwin Pitcher, Lewiston
Tom LaBau, Hyrum
Kendon Godfrey, Clarkston
Elaine Nelson, North Logan
Deon Johnson, Providence
Joe Hansen, Cornish

Kevin Tingey, Wellsville
Robert Mather, Smithfield
Dave Gatherum, Hyde Park
Kermit Price, Millville
Greg Taylor, Mendon
Jeff Ricks, unincorporated

Excused: Raymond Smith, Richmond; Dave Wood, Amalga; Perry Spackman, Trenton; Craig Rigby, Newton; Ryan Arkoudas, Nibley.

Also present: Terrie Wierenga, Administrative Manager; Richard Rigby, Field Operations Manager.

The meeting was called to order at 7:00 pm by Chairman Elaine Nelson. The agenda was reviewed. Darwin Pitcher moved, and Joe Hansen seconded, the agenda be adopted. Ayes: Godfrey, Hansen, Gatherum, LaBau, Pitcher, Taylor, Price, Nelson, Johnson, Ricks, and Tingey. Motion passed unanimously.

MINUTES

The minutes of the March 24, 2016 meeting were reviewed and discussed.

Darwin Pitcher moved, and Tom LaBau seconded, that the minutes be approved. Ayes: Godfrey, Hansen, Gatherum, LaBau, Pitcher, Price, Nelson, Johnson, Ricks, and Tingey. Nays: none. Abstain: Taylor. Motion passed unanimously.

MANAGERS REPORTS

Richard Rigby, Field Operations Manager, reported that the ATVs are ready. Foggers will be calibrated May 21 by a vendor. Personal protective equipment (PPE) have been ordered. Two field workers will start larviciding next week. One caller has requested fogging already due to a high number of mosquitoes around some ponds. A new computer for Richard was included in the 2016 budget; he has contacted several vendors and it will cost around \$1,000; it includes the specs required to run the abatement modules and GIS software.

Terrie Wierenga, Administrative Manager, reviewed the changes proposed by the state auditor to the Agreed-Upon Procedures Engagements. She has received 1-2 calls a week from people wanting to know about the Zika virus; she's updated the website to include a link to the CDC

(Centers for Disease Control) website. A reporter for a newspaper site at Utah State University interviewed her for information on Zika and West Nile Virus and how the District abates mosquitoes. Terrie gave a 45 minute presentation on mosquito abatement to a group of 25 Scouts and their leaders for part of the program for the Public Health Merit Badge.

Eight employees attended the UMAA (Utah Mosquito Abatement Association) Spring Workshop on April 16. Presentations were given on the label law and interactions with the media. Brad Dahl from the Utah Poison Control Center gave an interesting presentation about the center. Breakout sessions were held on adulticiding (fogging), mosquitoes 101, bicycle safety when doing abatement and surveillance, and the UPDES (Utah Pollution Discharge Elimination System) permit. The final presentation by Joey Caputo from the UDAF (Utah Department of Agriculture and Food) on the pollinator (primarily bees) management guides. Richard said that there is more responsibility on the abatement district managers to proctor the pesticide applicator exams. UDAF trusts the districts and appreciates working with them. Darwin Pitcher asked who is required to have a license—would farmers need this? Richard summed up the requirements and said many farmers choose to obtain the license.

PERSONNEL POLICY

The revised personnel policy was sent to all trustees for review. She inadvertently sent a copy to the state auditor's office and Ryan Roberts reviewed it and suggested that the grievance procedures be clarified in a couple of sections. Tom LaBau had four corrections and requests for clarification.

Tom LaBau moved, and Joe Hansen seconded, the personnel policy (CMAD Employee Handbook) be approved with the changes discussed. Ayes: Godfrey, Hansen, Gatherum, LaBau, Pitcher, Taylor, Price, Nelson, Johnson, Ricks, and Tingey. Nays: none. Motion passed unanimously.

PROPERTY SITES

Information on the property site in Benson was discussed. Jeff Ricks reviewed the property and the proposed lot split and answered questions from the board. Tom LaBau recommended that the District contact a realtor with experience in commercial lots to aid in finding more sites. Terrie Wierenga looked at the properties discussed in previous meetings. Main concerns for any location are environmental (wetlands, high water table, etc.) and that the District uses and stores pesticides. Lot size was discussed; Richard said other mosquito abatement districts recommend a minimum of 2 acres to allow room for growth. However, a smaller lot with the somewhat generic building on it would have resale value if the District would grow in size. Where the buildings are located on a smaller lot would still allow access by trucks making deliveries of the chemicals.

Richard was asked to do a rough sketch with dimensions for the main building and for chemical storage and to walk over the Benson property. Darwin Pitcher left at 8:10 p.m. Richard was also asked to talk with the Hyde Park property owner about the lot price for the 2 acres there. Tom will contact a realtor for commercial land.

1ST QUARTER 2016 FINANCIAL REPORT

Terrie reviewed the financial report. The final distribution check from 2015 taxes was received as well as the settlement report. CMAD received a total of \$330,679.24.

Dave Gatherum moved, and Kevin Tingey seconded, to approve the financial report.
 Ayes: Godfrey, Hansen, Gatherum, LaBau, Taylor, Price, Nelson, Johnson, Ricks, and Tingey. Nays: none. Motion passed unanimously.

BILLS

The following bills were presented. Kevin Tingey moved and Kendon Godfrey seconded that the bills be approved. Ayes: Godfrey, Hansen, Gatherum, LaBau, Taylor, Price, Nelson, Johnson, Ricks, and Tingey. Nays: none. Motion passed unanimously.

Personnel	
Admin	\$429.57
Field Ops	\$865.47
Larviciders	\$320.92
Foggers	\$329.28
Payroll	\$148.81
Workers comp	\$251.09
Trustee mtg comp & mileage	\$1,758.53
Trustee officer per diem	\$144.00
Operations site	
building + internet	\$1,025.00
Rocky Mountain Power	\$62.54
Questar	\$8.92
Phones	\$124.50
Abatement	
Altosid (Clarke)	\$1,421.20
Adapco (4star, BVA, blower)	\$15,725.10
Administration	
Express Auto	\$80.09
UMAA workshop registration	\$160.00
USPS (annual box fee)	\$68.00
USPS (certified mail)	\$4.45
Staples	\$21.98
Staples	\$121.97
USPS	\$6.45
ULGT (bonds)	\$226.00
Fuel	\$51.50
Safety	
NAPA	190.49

Sign This	\$100.00
MSC Industrial Supply	\$180.15
Vehicles	
Ken Garff Ford (pickup)	\$20,957.06
Carey's Cycle	17,132.00
Maintenance	
Northwood Rentals	\$80.00
Steve Regan	101.91
Valley Implement	22.45
Sam's Club	34.94
Home Depot	67.89
Valley Implement	11.40

ADJOURNMENT

Tom LaBau moved that the meeting be adjourned. The meeting was adjourned at 8:25 pm.

Prepared by /s/ Terrie L. Wierenga

Date 5/16/2016

Accepted: 5/26/16