

# Cache Mosquito Abatement District Board of Trustees Meeting

August 24, 2017

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, August 24, 2017 at 7:00 pm in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 11 municipalities were present:

Craig Rigby, Newton	Deon Johnson, Providence	Kevin Tingey, Wellsville
Darwin Pitcher, Lewiston	Elaine Nelson, North Logan	Paul James, Hyrum
Dave Gatherum, Hyde Park	Greg Taylor, Mendon	Roger Lincoln, Smithfield
Dave Wood, Amalga	Joe Hansen, Cornish	

Excused: Dan Richins, Richmond  
Jeff Ricks, Unincorporated  
Justin Maughan, Nibley  
Kermit Price, Millville  
Kendon Godfrey, Clarkston  
Perry Spackman, Trenton

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

## **AGENDA**

The meeting was called to order at 7:00 pm by Chairman Joe Hansen. The agenda was reviewed.

Paul James moved and Kevin Tingey seconded that the agenda be adopted. Ayes: Gatherum, Hansen, James, Johnson, Lincoln, Nelson, Pitcher, C Rigby, Taylor, Tingey, Wood. Nays: None. Motion passed unanimously.

## **MINUTES OF PREVIOUS MEETING**

The minutes of the July 27, 2017 meeting were reviewed.

Paul James moved and Deon Johnson seconded that the minutes be approved. Ayes: Gatherum, Hansen, James, Johnson, Lincoln, Nelson, Pitcher, C Rigby, Taylor, Tingey, Wood. Nays: None. Motion passed unanimously.

## **MANAGER REPORTS**

Field Operations Manager Richard Rigby said things were going well until about 4 weeks ago, when sample pools from Benson, Amalga, and Mendon tested positive for West Nile Virus. The next week sample pools from Nibley tested positive for WNV, and the following week Benson tested positive again though the numbers were down. CMAD concentrated their efforts particularly in those communities, and there have been no further positive WNV samples within the CMAD jurisdiction.

Unfortunately, last week there were some positive WNV tests from Logan. Richard stated that cooler weather will help versus if it continues to be hot, there will be more problems. He said that at the end of

July and the first of August, the numbers were going up. During the last 2 weeks, however, they have started to come down.

Another concern is that Bear Lake is letting a lot of water out in preparation for next spring because they have been so full this summer. Because of this extra water, the possibility exists of more mosquitoes than usual for the rest of the season. Richard has plenty of adulticide spray but may run out of larvicide if the season remains hot, although with the extra water coming in the larviciding becomes more difficult because they cannot pretreat—it just gets washed away.

The larvicide they use lasts for 40 days, and Wellsville, Hyrum, Petersboro, and Mendon have been treated. In the other areas where there is more water coming in, they are trying to treat it the best they can. There was some discussion about whether to buy more larvicide this year, and the consensus was that it would be better to have more than we need this year rather than run short.

All of the seasonal workers are doing a good job. Richard is especially glad that Greg has been with us since about 2006 or 2007, as he is experienced and is doing an outstanding job in trying to deal with all of the extra water in his area of Benson and Amalga.

West Nile Virus becomes more of a problem this time of year for horses and humans. Compared to the spring, there is a higher concentration of mosquitoes and less blood meals available through the relatively easy pickings of baby animals, etc. As of last week, there have been no cases of animals with West Nile Virus in Cache County.

We received several emails from a Smithfield woman who, unfortunately, was sprayed while walking through an intersection with her son near Hyrum Dam. She was very upset, understandably. Many apologies were made, and we hope she will be able to move past her upsetting experience.

Richard has made plans for an end-of-season staff party at a restaurant sometime in October. He figured there would be approximately 18 people there (including spouses or significant others) and dinner would be about \$12 a plate. We figured the total would be less than \$300, and the consensus was that this would be worthwhile. It was suggested we take the money from the Travel and Training budget, as it is an employee appreciation function. Darwin Pitcher suggested it would be appropriate to have Chairman Joe Hansen go to the appreciation dinner as well, representing the Board of Trustees.

Richard has made reservations of 4 hotel rooms for the annual meeting in Park City at the end of October. The rooms can be cancelled if there are not enough people interested in attending. Elaine Nelson did express an interest in going. Richard is planning to attend. He also spoke of Ben, who did larviciding last year. Ben has put together a spreadsheet with cost analysis, and he will possibly be presenting at the annual meeting. Richard suggested that it would be appropriate to pay for a room for Ben because of all the work he has done on the cost analysis.

Administrative Manager Debbie Mays reported she has received the credit card in her name for CMAD, and Terrie's has been cancelled. Incidentally, the credit card was mailed to the previous treasurer, Scott, who passed it on to us. This was a surprise, because Debbie had gone to Zions Bank to get the process started and Dave went in to sign papers and do the finishing work, and all seemed to be in order with correct names and addresses. After the card was mailed to the wrong address, Debbie went back and talked with a manager at Zions, who reportedly did some more updating of the records.

**BILLS**

The following bills were presented:

	<u>Totals</u>	<u>1st Pay</u>	<u>2nd Pay</u>
<b>Personnel</b>	<b>\$12,785.52</b>	<b>Period</b>	<b>Period</b>
Admin Mngr	\$1,092.00	\$1,092.00	
Admin Sup	\$146.07	\$146.07	
Field Ops Mngr	\$2,769.60	\$1,384.80	\$1,384.80
Larviciders	\$5,440.01	\$2,286.61	\$3,153.40
Foggers	\$2,188.66	\$1,013.56	\$1,175.10
Surveillance	\$316.12	\$120.29	\$195.83
<b>Total Wages Paid</b>	<b>\$11,952.46</b>	<b>\$6,043.33</b>	<b>\$5,909.13</b>
<b>Payroll Taxes (Company)</b>	<b>\$833.06</b>	<b>\$367.63</b>	<b>\$465.43</b>
Field Op Comp Time (Hrs)	69.75	43.50	26.25
Prev. Comp Time (Hours)	117.00		
<b>Total Comp Time Owed (Hours)</b>	<b>186.75</b>		

<b>Administration</b>	
Workers comp	\$110.73
Refund for adj. to An Prop Insur	-\$14.41
Admin mileage	\$54.04
<b>Operations site</b>	
Building + Internet	\$1,025.00
Rocky Mountain Power	\$95.66
Dominion Energy (Questar)	\$7.19
<b>Phones</b>	\$246.17 DCC
<b>Fuel</b>	\$1,807.71
<b>Abatement: Surveillance</b>	
Clarke - Female Luer 10 (6/27/17)	\$96.30
UDOH - Unified State Lab	\$390.00
<b>Abatement: Adulicide</b>	
Univar (Kontrol, diluent oil)	\$8,723.55
London Fog (Repair fogger)	\$580.30
London Fog (Repair fogger)	\$595.98

<b>Maintenance</b>	
Valley Implement (pin)	\$3.30 RCC
Firestone (flat repair, balances)	\$24.22 RCC
NAPA (pliers)	\$7.79 RCC
NAPA (Tools)	\$21.17 RCC
Sears (rethreader)	\$39.74 RCC
Cache Honda (cover)	\$9.86 RCC
Cache Honda (CV joint)	\$16.30 RCC
Cache Honda (ball joint)	\$20.58 RCC
Hyrum Tire (trailer tire)	\$75.62 RCC
Cache Honda (carrier and guard)	\$275.05 RCC
Valley Implement (T-bolt & hose)	\$24.00 RCC
Firestone (2013 Chevy, brakes)	\$21.24

<b>Travel/Training</b>	
UASD Nov. Conference Registr.	\$220.00

<b>Shipping</b>	
UPS (fogger pump for repair)	\$99.33
USPS	\$13.50
LifeProof (phone case)	\$4.99
UPS (London Fog)	\$145.48

<b>Miscellaneous</b>	
UASD Contrib: Legis. Act. Fund	\$50.00

Dave Gatherum moved and Kevin Tingey seconded that the bills be paid. Ayes: Gatherum, Hansen, James, Johnson, Lincoln, Nelson, Pitcher, C Rigby, Taylor, Tingey, Wood. Nays: None. Motion passed unanimously.

### **PROCUREMENT COMMITTEE FOR PROPERTY SITE AND BUILDING**

Paul James spoke on behalf of the Procurement Committee. He said that he contacted 2 engineers, one of whom is with the state facilities group. He sent Paul some papers of what they used to request an RFP for engineering. He also gave Paul some suggestions of some people they worked with whom they really liked. He also gave him some papers on the request for building. Paul will create a Google Doc with this information to share with everyone.

### **ADJOURNMENT**

Darwin Pitcher moved and Dave Gatherum seconded that the meeting be adjourned. The meeting was adjourned at 7:30 p.m.

Prepared by Debbie Mays Date 8/25/2017

Accepted: 9/28/2017