

Cache Mosquito Abatement District Board of Trustees

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, April 27, 2017 at 7:00 pm in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 13 municipalities and the county unincorporated area were present:

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|--------------------------|----------------------------|
| Dave Wood, Amalga | Kendon Godfrey, Clarkston |
| Dave Gatherum, Hyde Park | Craig Rigby, Newton |
| Dan Richins, Richmond | Darwin Pitcher, Lewiston |
| Greg Taylor, Mendon | Jeff Ricks, unincorporated |
| Deon Johnson, Providence | Elaine Nelson, North Logan |
| Paul James, Hyrum | Justin Maughan, Nibley |
| Joe Hansen, Cornish | Kermit Price, Millville |

Excused: Perry Spackman, Trenton; Roger Lincoln, Smithfield; Kevin Tingey, Wellsville.

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

The meeting was called to order at 7:00 pm by Chairman Joe Hansen. The agenda was reviewed. Elaine Nelson moved, and Dan Richins seconded, the agenda be adopted. Ayes: Wood, Godfrey, Hansen, Gatherum, James, Pitcher, Taylor, Price, C. Rigby, Maughan, Nelson, Johnson, Richins, and Ricks. Nays: None. Motion passed unanimously.

MINUTES

The minutes of the March 23, 2017 meeting were reviewed. Terrie said that the last paragraph under adjournment should be removed (said that Justin had been given the oath of office but it was a carryover from the February minutes). Richard said that 'of' should be changed to 'if' on the top of page 2.

Elaine Nelson moved, and Darwin Pitcher seconded, that the minutes be approved as amended. Ayes: Wood, Godfrey, Hansen, Gatherum, James, Pitcher, Taylor, Price, C. Rigby, Maughan, Nelson, Johnson, Richins, and Ricks. Nays: None. Motion passed unanimously.

MANAGER REPORTS

Richard Rigby said he had hired three field workers and that the ATVs were here. He's unsure when field work will start due to the cold and stormy weather. Either Drew Hunter or Dave Kunz will calibrate the foggers sometime in May. Calibration is required annually. One fogger still isn't running so he'll be working on that.

Terrie Wierenga introduced Debbie Mays, the new administrative manager. They've been meeting on a regular basis for Terrie to train Debbie on the duties. Debbie will be answering the CMAD phone and dealing with email inquiries as well as taking over Quickbooks and other duties. For now, Terrie will provide support and maintain the website.

CONTINUED DISCUSSION ON PROPERTY SITES

Elaine Nelson moved, and Deon Johnson seconded, that the regular meeting be suspended and the closed meeting entered at 7:15 p.m. Ayes: Wood, Godfrey, Hansen, Gatherum, James, Pitcher, Taylor, Price, C. Rigby, Maughan, Nelson, Johnson, Richins, and Ricks. Nays: None. Motion passed unanimously.

The closed meeting was ended at 7:55 p.m. and the regular meeting entered. During the closed meeting, the only topic discussed was negotiations for purchasing property for the District.

1st QUARTER 2017 FINANCIAL REPORT

Terrie reviewed the financial report. Paul James moved and Kendon Godfrey seconded to approve the report. Ayes: Wood, Godfrey, Hansen, Gatherum, James, Pitcher, Taylor, Price, C. Rigby, Maughan, Nelson, Johnson, Richins, and Ricks. Nays: None. Motion passed unanimously.

BILLS

The following bills were presented. Darwin Pitcher moved, and Kermit Price seconded, that the bills be paid. Ayes: Wood, Godfrey, Hansen, Gatherum, James, Pitcher, Taylor, Price, C. Rigby, Maughan, Nelson, Johnson, Richins, and Ricks. Nays: None. Motion passed unanimously.

| | | |
|----------------------------------|-------------------|-----|
| Personnel | | |
| Admin | \$845.74 | |
| Field Ops | \$1,229.02 | |
| Payroll | \$158.72 | |
| Workers comp | \$142.07 | |
| Trustee mtg comp & mileage | \$1,510.14 | |
| Trustee officer per diem | \$144.00 | |
| | | |
| Operations site | \$1,086.02 | |
| building + internet | \$1,025.00 | |
| Rocky Mountain Power | \$19.34 | |
| Questar | \$41.68 | |
| | | |
| Phones | \$171.91 | TCC |
| | | |
| Abatement | | |
| Univar (Kontrol) | \$11,631.40 | fog |
| Adapco (BVA, Fourstar & diluent) | | |

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|---------------------------------|-------------------|-----------|
| <i>diluent</i> | \$8,276.40 | fog |
| <i>Fourstar & BVA</i> | \$12,066.25 | larvicide |
| Clarke (Natular) | \$17,047.40 | larvicide |
| | | |
| Administration | | |
| USPS (PO Box fee) | \$70.00 | TCC |
| Staples (file boxes, biz cards) | \$25.47 | TCC |
| Staples (return cards) | -\$9.99 | TCC |
| Staples (business cards) | \$21.49 | TCC |
| | | |
| mileage - admin mgr | \$165.32 | |
| Westhost (domain fee) | \$26.20 | TCC |
| | | |
| Training | \$234.49 | |
| UDAF (test) | \$20.00 | RCC |
| UMAA | \$120.00 | |
| UDAF (test) | \$20.00 | RCC |
| Express Auto | \$74.49 | RCC |
| | | |
| Fuel | \$32.51 | |
| | | |
| Maintenance | \$1,346.01 | |
| NAPA | \$239.99 | RCC |
| Sam's Club | \$63.84 | RCC |
| UPS | \$20.32 | RCC |
| Northwood Rentals | \$60.00 | RCC |
| UDAF (test) | \$20.00 | RCC |
| London Fog (Y cable) | \$221.46 | RCC |
| London Fog (pump box etc.) | \$450.35 | RCC |
| NAPA | \$142.37 | RCC |
| CAL Ranch | \$26.08 | RCC |
| CAL Ranch (return item) | -\$7.08 | RCC |
| Frontier Precision (cables) | \$108.68 | RCC |
| | | |
| Surveillance | \$850.40 | |
| Airgas (CO2) | \$48.40 | RCC |
| Clarke (Traps) | \$802.00 | |
| | | |
| Safety | \$857.44 | |
| MCS (glasses) | \$135.70 | RCC |
| Image Matters (shirts) | \$262.67 | RCC |
| LabSource (gloves) | \$188.16 | RCC |
| Cabela's (boots) | \$270.91 | RCC |

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| | | |
| Bonding (ULGT) | \$226.00 | |
| | | |
| ATVs | \$18,090.16 | |

ADJOURNMENT

Kermit Price moved and Kendon Godfrey seconded that the meeting be adjourned. The meeting was adjourned at 8:02 p.m.

Prepared by Terrie L. Wierenga Date 5/10/2017

Accepted: 5/25/2017