

# Cache Mosquito Abatement District Board of Trustees Meeting

June 22, 2017

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, June 22, 2017 at 7:00 pm in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 10 municipalities were present:

Darwin Pitcher, Lewiston	Elaine Nelson, North Logan	Kendon Godfrey, Clarkston
Dave Wood, Amalga	Greg Taylor, Mendon	Roger Lincoln, Smithfield
Dave Gatherum, Hyde Park	Joe Hansen, Cornish	
Deon Johnson, Providence	Justin Maughan, Nibley	

Excused: Craig Rigby, Newton  
Dan Richins, Richmond  
Jeff Ricks, County Unincorporated Area  
Kermit Price, Millville  
Kevin Tingey, Wellsville  
Paul James, Hyrum  
Perry Spackman, Trenton

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

## **AGENDA**

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

Darwin Pitcher moved and Kendon Godfrey seconded that the agenda be adopted. Ayes: Gatherum, Godfrey, Hansen, Johnson, Lincoln, Maughan, Nelson, Pitcher, Taylor, Wood. Nays: None. Motion passed unanimously.

## **MINUTES OF PREVIOUS MEETING**

The minutes of the May 25, 2017 meeting were reviewed. Debbie Mays reported she had inadvertently left out the word "have" on page 2, which will be corrected.

Kendon Godfrey moved and Darwin Pitcher seconded that the minutes be approved as corrected. Ayes: Gatherum, Godfrey, Hansen, Johnson, Lincoln, Maughan, Nelson, Pitcher, Taylor, Wood. Nays: None. Motion passed unanimously.

## **CPA REPORT**

Matt Regen, CPA, reported on Financial Statements and Agreed Upon Procedures, with copies for the trustees. He reported, "In a nutshell, the Cache Mosquito Abatement District is doing amazing."

He reports that the District is setting money aside, and taking in more than they are spending, which is good. He reports the state does not require our district to have an audit. He then reported on assets as well as discussing the depreciation of equipment. He reported there is not much in the way of liabilities. There is no long-term debt. Net position is the equity, which is mostly assets. Property taxes were down a little bit, but they are pretty linear from year to year. He then discussed revenues and expenses.

He said if anyone had any questions to contact him. He will send the report to the state by June 30, which is when it is due.

He then reported on the Agreed Upon Procedures, including following state guidelines for budgeting and public hearings. He reports spending was less than what was budgeted. He then talked about required training, including GRAMA. Also a treasurer's bond is required, which we have.

Again, if there are any questions, trustees are encouraged to contact him. Otherwise, he will submit the reports as required.

## **MANAGER REPORTS**

Richard Rigby said things are going well. The only place there have been a few problems has been in Clarkston, as when flooding occurred about 7 years ago there were larvae which have been dormant until this year. They are the Aedes, which is a nuisance mosquito rather than disease-carrier.

A larvicider went into the canal this week, but she did not get hurt and the 4-wheeler started up fine. The grass is about 6 feet tall there, and it is hard to see through it.

One of the winches has gone out, but hopefully it is still under warranty. Richard will take it to Salt Lake tomorrow to get fixed. The mosquitoes are being curtailed quite well this year. Richard feels this is in part due to getting started with the larviciding in the first part of May. He reports things are going well.

He reported he was interviewed by the Herald Journal, and an article came out this past week concerning mosquito abatement efforts. Elaine commented that it was well done, and Richard also felt it went well.

Richard also asked about going ahead and making arrangements for hotel accommodations for the yearly UMAA meeting held in Park City this year on October 25-27. He suggested trustees could attend that if they desired.

Debbie Mays reported we received the certified tax rate from the county auditor. The tax rate is 0.000079 and the estimated budget is \$312,041. Forms 693 and 800 have been turned in to the county auditor's office.

Debbie reported we received a letter from the Director of the Utah Association of Special Districts asking for contributions of \$50 for small districts up to \$1500 for medium districts, and \$2500 for large districts, to cover increased costs of retaining legal and consulting services due to legislative action aimed at dissolution of districts. It was determined that Debbie would talk with Matt Regen about the ethical concerns with doing this. She will report back next month, and discussion will continue about this.

**CONTINUED DISCUSSION ON PROPERTY SITES**

Dave Gatherum reported that he, Richard Rigby, and Joe Hansen went to the Planning Commission for Hyde Park City to see if there were any concerns with our plans to buy property and proceed to build. He reported there were no concerns.

Discussion was then undertaken concerning setbacks required and whether the building will fit on 1.6 acres. Deon Johnson had consulted with a contractor he knows who thought it was good property for our purposes and who felt the lot was large enough. The contractor suggested that once the property was purchased, we should go ahead and get what fill is needed, and then look into getting utilities set up.

It was determined among the trustees present that the acreage appears sufficient for our needs. The next step is to get a site plan put together. It was suggested that perhaps an engineer may be needed. Debbie will talk with Terrie about the process of getting bids for the site plan, and who should do that. Elaine suggested calling the state office for help as well.

**BILLS**

The following bills were presented:

**Personnel**

Admin Mngr	\$1,300.00
Admin Sup	\$559.94
Field Op Mngr	\$2,310.89
Larviciders	\$3,835.72
Foggers	\$845.19
Surveillance	\$81.13
<b>Total Wages Paid</b>	<b>\$8,932.87</b>
Payroll Taxes (Company)	\$683.36
Field Op Mngr Comp Time Earned	3 hours

**Administration**

Workers comp	\$110.73
Admin mileage	\$85.60

**Operations site**

Building + Internet	\$1,025.00
Rocky Mt. Power (4/18 - 5/17)	\$38.04
Questar (4/20 - 5/15)	\$7.19
Earnest money for land purchase	\$1,000.00

**Phones**

\$244.99	TCC
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**Fuel**

\$439.17
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**Maintenance**

Uline (2 Rubbermaid cargo boxes)	\$148.00	RCC
Firestone (2014 Ford oil change)	\$24.78	
Firestone (2013 Ford oil change)	\$24.78	
Firestone (1998 Dodge wiper blades)	\$33.83	
Lowe's (Hose)	\$54.00	RCC
Firestone (2013 Chev tires)	\$415.28	
Sears (Tools)	\$97.76	RCC
Lowe's (Tools/bags)	\$44.94	RCC
Valley Implement (Hose Cl's)	\$24.00	RCC
Cache Honda Yamaha (Carrier, rear)	\$179.61	RCC
Cache Honda Yamaha (Tie-downs)	\$29.00	RCC
ESRI (ArcGIS software service)	\$401.00	

**Safety**

Amazon - Klean Kanteens (5)	\$130.00	RCC
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**Shipping**

UPS (Frontier Precision-clamps)	\$14.21	RCC
USPS	\$7.15	RCC
Uline (Cargo Boxes)	\$31.24	RCC

Elaine Nelson moved, and Kendon Godfrey seconded, that the bills be paid. Ayes:  
Gatherum, Godfrey, Hansen, Johnson, Lincoln, Maughan, Nelson, Pitcher, Taylor, Wood.  
Nays: None. Motion passed unanimously.

**ADJOURNMENT**

Kendon Godfrey moved and Dave Gatherum seconded that the meeting be adjourned. The meeting was adjourned at 8:03 p.m.

Prepared by Debbie Mays Date 6/23/2017

Accepted: 7/27/2017