

**Cache Mosquito Abatement District  
Board of Trustees Meeting  
January 24, 2019**

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, January 24, 2019, 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:

Craig Hidalgo, Clarkston (7:06)	Deon Johnson, Providence Greg Taylor, Mendon	Kim Hatch, Trenton Paul James, Hyrum
Darwin Pitcher, Lewiston	Jeff Ricks, Unincorporated	Roger Lincoln, Smithfield
David Wood, Amalga	Kermit Price, Millville	

Excused:	Craig Rigby, Newton	North Logan trustee, currently unnamed
	Dan Richins, Richmond	Wellsville trustee, currently unnamed
	David Gatherum, Hyde Park	Nibley trustee, currently unnamed
	Joe Hansen, Cornish	

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

**AGENDA**

The meeting was called to order at 7:00 pm by Financial Officer Kermit Price. The agenda was reviewed.

Paul James moved and Darwin Pitcher seconded that the agenda be adopted. Ayes: Hatch, James, Johnson, Lincoln, Pitcher, Price, Ricks, Taylor, Wood. Nays: None. Motion passed unanimously. (Craig Hidalgo was not yet present.)

**OATH OF OFFICE**

Newly reappointed trustees present were David Wood, Amalga; Kermit Price, Millville; Greg Taylor, Mendon; and Darwin Pitcher, Lewiston. The oath of office was administered to them by the clerk.

**MINUTES OF PREVIOUS MEETING**

The minutes of the December 13, 2018 meeting were reviewed.

Paul James moved and Darwin Pitcher seconded that the minutes be approved. Ayes: Hatch, Hidalgo, James, Johnson, Lincoln, Pitcher, Price, Ricks, Taylor, Wood. Nays: None. Motion passed unanimously.

**PROCUREMENT COMMITTEE REPORT**

There was nothing new to report by the committee.

**MANAGER REPORTS**

Manager Richard Rigby reported that the new truck is here and the two new ATVs have been ordered. We will be leasing the truck through Bob Hugo of Bancorp Corporation. Richard reports he was able to get Verizon switched over to the state bid following a recommendation from trustee Paul James. He also mentioned that U.S. postal stamps are due to increase in price, possibly this weekend, so we may wish to buy some now at the less expensive price. Richard reports he stops in to the CMAD Hyde Park shop about once a week during the winter to make sure things are in good shape there.

Administrative Manager Debbie Mays spoke about the training requirements for all trustees and encouraged anyone with questions or concerns to talk with her about it. She also gave a handout with information about this month's bills, next month's possible agenda, and a snapshot of our budget position so far this year.

**BILLS:**

Bills for the month were presented and reviewed:

	<u>Totals</u>		
<u>Personnel</u>	<b>\$2,678.59</b>	<u>Travel &amp; Training</u>	
Payroll Tax Liability	\$190.37	Bruno's (Richard mtg, St. George)	\$22.96
<u>Wages</u>		Iceberg Drive Inn (Richard mtg)	\$23.76
Administrative Manager	\$402.97	Towneplace Suites (Richard mtg)	\$105.21
Manager	\$2,000.00	Trustee Comp, Mileage, Officer	\$1,765.58
Website Manager	\$85.25	Workers Comp	\$36.86
<u>Administration</u>	<b>\$2,359.48</b>	<u>Abatement</u>	<b>\$1,256.27</b>
Administrative Manager Mileage	\$24.34	Fuel	\$114.50
Legal Notices (Cache Valley Publishing)	\$73.90	Maintenance (Ace Hardware)	\$17.38
Office Supplies (toner, envelopes)	\$121.99	<u>Operations Site</u>	
<u>Phones</u>		Building + Internet	\$1,025.00
Verizon (monthly bill)	\$99.36	Rocky Mountain Power	\$39.47
Amazon (accessories)	\$19.25	Dominion Energy	\$59.92
Amazon (accessories)	\$66.27	 	
		<u>Vehicles/Equipment</u>	<b>\$18,820.00</b>
		ATVs (Two Grizzlys)	\$18,820.00

Paul James moved and Jeff Ricks seconded that the bills be approved. Ayes: Hatch, Hidalgo, James, Johnson, Lincoln, Pitcher, Price, Ricks, Taylor, Wood. Nays: None. Motion passed unanimously.

Richard Rigby noted an adjustment had been made on the price of the ATVs which was less than what had been approved. Therefore Paul James moved and Jeff Ricks seconded that the amended bills be approved. Ayes: Hatch, Hidalgo, James, Johnson, Lincoln, Pitcher, Price, Ricks, Taylor, Wood. Nays: None. Motion passed unanimously.

**ELECTION OF 2019 OFFICERS**

Nomination and election of officers was held, with the following trustees being elected to serve: Joe Hansen as Chair, Dan Richins as Vice Chair, David Gatherum as Treasurer, and Kermit Price as Financial Officer. Each position received only one nomination, with unanimous voting for those persons elected.

**ADJOURNMENT**

Darwin Pitcher moved and Deon Johnson seconded that the meeting be adjourned. The meeting was adjourned at 7:29 p.m.

Prepared by Debbie Mays Date 1/24/2019

Accepted: 2/28/2019