

**Cache Mosquito Abatement District
Board of Trustees Meeting
December 12, 2019**

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, December 12, 2019, at 7:00 pm in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 15 municipalities were present:

Craig Hidalgo, Clarkston	David Wood, Amalga	Joe Hansen, Cornish
Craig Rigby, Newton	Deon Johnson, Providence	Kevin Tingey, Wellsville
Dan Richins, Richmond	Greg Taylor, Mendon	Kim Hatch, Trenton
Darwin Pitcher, Lewiston	Jeff Ricks, Unincorporated	Paul James, Hyrum
David Gatherum, Hyde Park	Joe Archer, North Logan	Roger Lincoln, Smithfield

Excused: Kermit Price, Millville
 Nibley trustee, currently unnamed

Also present: Richard Rigby, Manager
 Debbie Mays, Admin. Manager
 Terrie Wierenga, Website Manager

AGENDA

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

Paul James moved and Darwin Pitcher seconded that the agenda be adopted. Ayes: Archer, Gatherum, Hansen, Hatch, Hidalgo, James, Johnson, Lincoln, Pitcher, Richins, Ricks, C Rigby, Taylor, Tingey, Wood. Nays: None. Motion passed unanimously.

PUBLIC HEARING FOR 2020 PROPOSED BUDGET

We moved to the public hearing portion of our meeting.

Craig Hidalgo moved and Paul James seconded that the budget public hearing be opened. Ayes: Archer, Gatherum, Hansen, Hatch, Hidalgo, James, Johnson, Lincoln, Pitcher, Richins, Ricks, C Rigby, Taylor, Tingey, Wood. Nays: None. Motion passed unanimously.

Administrative Manager Debbie Mays discussed some details of the 2020 Proposed Budget. The public hearing was opened for comments. No comments were made.

Paul James moved and Deon Johnson seconded that the public hearing be closed. Ayes: Archer, Gatherum, Hansen, Hatch, Hidalgo, James, Johnson, Lincoln, Pitcher, Richins, Ricks, C Rigby, Taylor, Tingey, Wood. Nays: None. Motion passed unanimously.

ADOPTION OF 2020 PROPOSED BUDGET

The 2020 proposed budget was reviewed.

Roger Lincoln moved and Joe Archer seconded that the 2020 proposed budget be adopted.

Ayes: Archer, Gatherum, Hansen, Hatch, Hidalgo, James, Johnson, Lincoln, Pitcher, Richins, Ricks, C Rigby, Taylor, Tingey, Wood. Nays: None. Motion passed unanimously.

MINUTES OF PREVIOUS MEETING

The minutes of the November 14, 2019 meeting were reviewed.

Paul James moved and Darwin Pitcher seconded that the minutes be approved. Ayes: Archer, Gatherum, Hatch, Hidalgo, James, Johnson, Lincoln, Pitcher, Richins, Ricks, C Rigby, Wood.

Nays: None. Motion passed unanimously. Greg Taylor, Joe Hansen, and Kevin Tingey abstained.

PROCUREMENT COMMITTEE REPORT

Richard Rigby, Manager, reported that he received an email from Scott Alcott from Design West, asking when we would like to have them get started. After some discussion, it was decided that Richard would ask Design West to prepare some information about costs. He will ask what could be obtained with a \$650,000 budget. He will also ask for information on price estimates for additional construction. It was suggested he ask if Design West could present those estimates at our January meeting.

MANAGER REPORTS

Manager Richard Rigby commented on his section of the 2019 Annual Report which was handed out to the trustees this evening. Mosquito counts were quite a bit higher this year. We had a wet spring but a rather dry summer. There was one neuroinvasive case of West Nile Virus reported on September 22, but at that point it was pretty much the end of the season for us so no other extra efforts were undertaken.

Administrative Manager Debbie Mays discussed her section of the 2019 Annual Report as well as the bills and budget information for December. She reports we have had a good year as far as staying within our budget and having extra dollars to put in our building fund.

APPROVAL OF 2020 BOARD MEETING DATES

Proposed 2020 board meeting dates: Jan 23, Feb 27, Mar 26, Apr 23, May 28, Jun 25, Jul 23, Aug 27, Sep 24, Oct 22, Nov 12, and Dec 10. These dates are on the 4th Thursday of each month except for November and December, which will be on the 2nd Thursday of those months due to the holidays.

Paul James moved and Kevin Tingey seconded that the proposed 2020 board meeting dates be approved. Ayes: Archer, Gatherum, Hansen, Hatch, Hidalgo, James, Johnson, Lincoln, Pitcher, Richins, Ricks, C Rigby, Taylor, Tingey, Wood. Nays: None. Motion passed unanimously.

APPROVAL OF DECEMBER BILLS

Personnel

Payroll Tax Liability \$198.72

Wages

Administrative Manager \$512.25

Manager \$2,000.00

Website Manager \$85.25

Administration

Administrative Manager Mileage \$34.80

Phones

Google Cloud \$9.60

Verizon (credit balance 37.20) \$0.00

Trustee Comp, Mileage, Officer Per Diem

Kim Hatch (Oct attendance, mileage) \$50.88

Workers Comp \$85.69

Abatement

Fuel \$482.78

Maintenance

Napa (return drain plug) -\$4.49

Trail Riders Repair (oil leak) \$170.00

Napa (propane) \$73.03

Operations Site

Building + Internet \$1,025.00

Rocky Mountain Power \$51.37

Dominion Energy (credit balance 73.31) \$0.00

Paul James moved and Kevin Tingey seconded that the bills be approved. Ayes: Archer, Gatherum, Hansen, Hatch, Hidalgo, James, Johnson, Lincoln, Pitcher, Richins, Ricks, C Rigby, Taylor, Tingey, Wood. Nays: None. Motion passed unanimously.

ADJOURNMENT

David Gatherum moved and David Wood seconded that the meeting be adjourned. The meeting was adjourned at 7:32 p.m.

Prepared by Debbie Mays Date 12/12/2019

Accepted: 1/23/2020