

Cache Mosquito Abatement District Board of Trustees Meeting September 26, 2019

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, September 26, 2019, 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	Kim Hatch, Trenton
Darwin Pitcher, Lewiston	Joe Hansen, Cornish	Paul James, Hyrum (7:05)
David Gatherum, Hyde Park	Joe Archer, North Logan	Roger Lincoln, Smithfield
David Wood, Amalga	Kermit Price, Millville	

Excused:	Craig Hidalgo, Clarkston	Jeff Ricks, Unincorporated
	Dan Richins, Richmond	Kevin Tingey, Wellsville
	Greg Taylor, Mendon	Nibley trustee, currently unnamed

Also present: Richard Rigby, Manager
Debbie Mays, Admin. Manager

AGENDA

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

David Gatherum moved and David Wood seconded that the agenda be adopted. Ayes: Archer, Gatherum, Hansen, Hatch, Johnson, Lincoln, Pitcher, Price, C. Rigby, Wood. Nays: None. Motion passed unanimously. (Paul James was not yet present.)

MINUTES OF PREVIOUS MEETING

The minutes of the August 22, 2019, meeting were reviewed.

Roger Lincoln moved and Darwin Pitcher seconded that the minutes be approved. Ayes: Archer, Gatherum, Hansen, Hatch, James, Johnson, Lincoln, Pitcher, Price, C. Rigby, Wood. Nays: None. Motion passed unanimously.

PROCUREMENT COMMITTEE REPORT

Richard Rigby sent out requests to 9 architectural firms and received proposals back from 2 of them, Design West Architects and Naylor Wentworth Lund Architects. They are both on the preapproved state list. He will have representative from both of those firms give presentations at our October meeting. Debbie will send out an email with more information to all trustees.

MANAGER REPORTS

This will be the last week for scheduled abatement efforts, though Richard will follow up if circumstances arise which need attention. Richard reports he has had an offer for \$11,000 on the two ATVs we will be selling this year. This will be completed within the next couple of weeks after the brakes are repaired. Richard is in the process now of preparing all vehicles, equipment, and inventory for winter.

Richard reports that someone from our valley texted him right before this meeting concerning her 5-year-old child being released from the hospital this week with a diagnosis of West Nile Virus. Richard tried to call her

back, but she was unavailable. He will follow up with her as soon as he can to try to determine the child's travel history and whether any state health officials are involved in the case. He will also determine if any changes need to be made in our plans for surveillance and abatement efforts next year.

Administrative Manager Debbie Mays discussed her administrative manager handout, which also includes some preliminary budget figures both for estimated 2019 year-end as well as proposed 2020. She then answered questions about the amounts on this preliminary budget. Plans were made for a budget committee consisting of Joe Hansen, Kermit Price, and Joe Archer to meet at 6 p.m. on October 24, before our regular board meeting at 7 p.m. They will then make budget recommendations to the board.

Debbie also mentioned she had spoken with Nibley City's mayor, who told her they are still in the process of trying to find a representative for our board. The Nibley trustee position has been vacant since January 1, 2019.

BILLS

	<u>Totals</u>		
<u>Personnel</u>		<u>Abatement</u>	
Payroll Tax Liability	\$569.52	Adulticide Supplies (Univar)	\$120.30
<u>Wages</u>		Surveillance Supplies (WNV testing)	\$1,725.00
Administrative Manager	\$508.84	Fuel	\$2,167.17
Manager	\$2,000.00	<u>Maintenance</u>	
Website Manager	\$68.20	IFA (hornet/wasp spray)	\$3.69
Workers, Adulticide	\$3,018.07	Lee's (clamp, bit set)	\$67.48
Workers, Larvicide	\$2,230.99	Napa (filters)	\$72.56
Workers, Surveillance	\$195.25	Lee's (screw, drill bit)	\$11.32
		PowerSports Plus (disc, brake pad)	\$318.17
<u>Administration</u>		<u>Operations Site</u>	
Administrative Manager Mileage	\$51.04	Building + Internet	\$1,025.00
<u>Phones</u>		Rocky Mountain Power	\$80.10
Google Cloud	\$9.60	Dominion Energy (credit bal \$87.75)	\$0.00
Verizon	\$401.50	UPDES Permit	\$1,650.00
<u>Travel & Training</u>			
Farr West Jumbo Burgers (9/5 Mtg.)	\$9.19		
UMAA Oct Conference registration	\$200.00		
Workers Comp	\$85.69		

Paul James moved and Deon Johnson seconded that the bills be approved. Ayes: Archer, Gatherum, Hansen, Hatch, James, Johnson, Lincoln, Pitcher, Price, C. Rigby, Wood.

Nays: None. Motion passed unanimously.

ADJOURNMENT

Darwin Pitcher moved and Joe Archer seconded that the meeting be adjourned. The meeting was adjourned at 7:38 p.m.

Prepared by Debbie Mays Date 9/27/2019

Accepted: 10/24/2019