

Cache Mosquito Abatement District Board of Trustees

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, May 26, 2011, at 7:00 pm in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 15 municipalities and the unincorporated area were present:

Dave Wood, Amalga	Kendon Godfrey, Clarkston
Joe Hansen, Cornish	Dave Gatherum, Hyde Park
Tom LaBau, Hyrum	Darwin Pitcher, Lewiston
Mike Carlson, Mendon	Kermit Price, Millville
Richard Rigby, Newton	Scott Larsen, Nibley
Elaine Nelson, North Logan	Deon Johnson, Providence
Shane Lewis, Richmond	Perry Spackman, Trenton
Jeff Ricks, unincorporated	Gary Bates, Wellsville <i>arr. 7:10</i>

Absent: Robert Mather, Smithfield

Also in attendance: Chris Nelson, Lloyd Berentzen, and Grant Koford (BRHD).

The meeting was called to order at 7:00 pm by chairman Darwin Pitcher.

MINUTES

The minutes of the April 28, 2011 meeting were reviewed.

Tom moved, and Elaine seconded, that the minutes be approved. Motion passed unanimously; Scott and Jeff abstained.

PUBLIC COMMENT

No public comment was given.

BRHD REPORT

Chris said they started trapping last week; only got 2 mosquitoes across all 16 traps. Planning to start fogging the first week of June, but may hold off until mosquito numbers justify it. Larvaciders are finding lots of larvae but so far floodwater/cold water mosquitoes only. The new ATV has been dropped off; Richard will drive it when he starts after school lets out. 16 traps are out; one in Cornish and one in Hyde Park or North Logan still need to go out. The trap locations are the same as last year. Chris then turned the time over to Lloyd.

Lloyd gave a quick summary of the start of the district: the CMAD board was established in December 2004. Prior to that, BRHD began the abatement process for the area outside of the existing programs (Logan, Young Ward, Amalga). The program has evolved over time and creation of District has helped immensely. It's no secret that there have been some difficulties between BRHD and CMAD during that time, particularly in budget details. He feels that the

CMAD board should consider taking over the entire budgetary process next year. There's enough expertise with Terrie and others to do this. Second thing is to consider taking over the hiring and supervision of the temporary help. It would give CMAD the control you want plus would have the workers taking supervision directly from the board. BRHD doesn't want to abandon CMAD but would hope to consider working together. We've got the whole year to discuss this and move forward.

Deon—what about the building? Lloyd—if there's a need to store things, meet, etc., BRHD would still work with us. It would be nice for CMAD to have sole identity. Dave W—what about sharing the proposed new building? Lloyd—that's not off the table. He thinks there's been enough history and expertise that it wouldn't be too big of a step for CMAD to move out on their own. Terrie has the skills as well as some other long term members to take on more responsibilities. Lloyd talked with Lynn Lemon and others about the district. CMAD is really a nuisance control board. If a disease came through, BRHD would definitely want to work with CMAD, either doing part or getting surveillance data. It would make the relationship cleaner and CMAD would inherit the true costs of the program. Nothing has to be decided tonight, but he wanted to throw this out for consideration.

Scott—in the future, say a health issue cropped up, would BRHD still be open to help out? Lloyd—definitely; disease becomes a health department issue as well as a nuisance issue. We could possibly enter into 'temporary' agreements. Shane—as far as seasonal employees, what about Chris? Lloyd—you could try to lure Chris, but he has moved to other programmatic responsibilities within BRHD. Shane—what about contracting specific things such as maintenance? Lloyd—no problem on that. BRHD really wants to clear up the confusion between BRHD and CMAD and get CMAD as the sole identity. We've got a unique relationship in the state, but CMAD should exist on its own. He feels the capability is there for CMAD to be on its own.

Darwin—what time frame are you thinking of? Lloyd—we should continue with the current contract, but CMAD should plan to be on their own for next year. CMAD has the capability; the two big issues are budgetary and owning the equipment/vehicles.

Jeff—as far as surveillance, those tend to be more health related. Do other districts do this? Lloyd—some health departments subcontracted for surveillance, but many abatement districts have this expertise within. BRHD does have the lab and personnel; could maybe charge an hourly rate for doing this. Joe—we need to know where the mosquitoes are, but is the health aspect really a charge for us? Lloyd—CMAD doesn't have a health charge; WNV is what drove the surveillance initially. Darwin—would BRHD bear the costs on epidemiology? Lloyd—if the health department needs info above and beyond what CMAD is collecting, then BRHD would bear the costs. Tom—if CMAD collects the mosquitoes and counts them, what about we give them to BRHD if they need more details.

REPORT ON VEHICLE PURCHASES

Scott picked up the ATV last Friday; Darwin negotiated with Steadman's (Tooele) who has the state contract. BRHD is getting it fitted out. GPS is on the ATV as well as hand shifts. Tires will be switched. Discussion ensued on what to do with 2007 Honda Foreman that will be excessed.

Scott contacted other districts and his city; all handle it on their own. Eric Jones (BRHD) said they might be interested in it to use for pushing snow. Steadman's had the same model year for \$4100 but it was in much better condition. Shane worked on getting the pickup ordered; Scott placed the order but later was asked to include a towing hitch; it's not known where that is since the servicing agent is out of the office. Still don't know when it will be delivered. The pickup is a 2011 F150, V6, 3.7, long bed; very fuel economical. Ken Garff has the state contract. Eric (BRHD) said about 10,000 miles a year are put on each pickup.

Jeff—how would we sell surplus vehicles? Scott and others think there is something in the purchasing policy. Since we're a government entity we do have to advertise it and may want to consider who is eligible to bid/purchase it. Some post the vehicle on their website and in a newspaper; others advertise on free sites (like KSL). CMAD will probably need to add to our existing policy and develop firm guidelines. Darwin—probably set up minimum bid. Kermit—not sure how good the auction/bid will be since we won't have the volume. Is it possible to just sell it without bids? Scott—can also advertise through city newsletters. Also have the option to use as trade in. Dave G—can we have policy put in meeting packet for next month? Scott—we can either put it in (it's several pages long) or make a digital copy available. Jeff—we need to establish a policy and stick with it and not do special deals. Perry—do we want to put a minimum bid on it or word it such that we reserve the right to reject any and all bids? We could put a bit of money in spiffing up the 2007 before offering it for sale; that can really make a difference. Scott—Eric said they made a policy that engines won't be submerged; if water is half-way up the tire then stop and get out. CMAD will need to develop similar policies if we take over the program fully.

Richard—do we have to go through state bid to get stuff? Scott—no. He assumed that based on the difference of the pickup list price to the state contract (\$27,000 vs \$17,700) that the ATV would be similar savings. Kermit—have bought year-old ones at a good rate; model year ends in October. If we don't have to go through government bid, then go with the cheapest or local. Dave W.—need to spend more time in getting prices. Darwin—we did price the same unit at a local dealer, but the cost was \$8500 (Steadman's was \$8100). Joe—don't we have to follow a set process for getting bids? We need to look at what our policy specifically states and perhaps clarify when to get bids and how much. Scott—there's no state statute that says what to do, but the state auditor has recommendations.

ELECTRONIC MEDIA AND COMMUNICATIONS POLICY

Darwin asked for comments/discussion on the proposed policy. Jeff—3rd paragraph where it says "CMAD reserves the right to read or monitor the electronic communications..." Since employees are not to monitor each other's communications, who has that responsibility? Scott—our city just did one; our city manager does that. Richard—shouldn't we add CMAD **Board**? Several others agreed that made sense. Jeff—on the second to last paragraph, some concern on the phrase "...occasional use for personal..." Kermit—what limit do we want to put on the cellphones? Everyone has a different definition. We could put a limit on what numbers can be called. Jeff—his company says that if an employee is issued a work phone, then they aren't supposed to use their personal phone. Elaine—feels the policy is worded fairly well but also states that abuse will result in discipline. Shane—can easily match minutes used to each phone. Jeff—concerned that if we bring on new employees, then this policy isn't enough. Mike—may have to handle any

abuse case by case, especially if there are accidents that occur when someone is talking on it. Tom—let's pass it; if there are problems, then we can change it. Jeff—it's a lot better to have a policy up front rather than in response to an incident.

Richard moved that the CMAD electronic media and services policy be passed with the addition of "Board" after CMAD in the third paragraph; seconded by Joe. Motion passed unanimously.

Discussion went back to Lloyd's presentation; will have it put on the agenda for next month. Scott has talked with Terrie about some of this; she's capable of doing it but would require more time. Tom said CMAD is very fortunate to have Terrie; she keeps up on everything. Darwin—Terrie had an interview with the *Herald Journal* today, so keep an eye out for the article. Tamra Stones, county auditor, sent a memo that some of the tax funds came to CMAD instead of going to the Smithfield Business District area. The funds will be withheld from the June distribution check.

BILLS

The following bills were presented. Richard moved, and Tom seconded, to pay the bills. Motion passed unanimously.

Wages	\$ 161.00
Verizon	\$ 152.25
Matt Regen	\$1000.00
T-Mobile	\$ 35.33

Reimbursement to Scott for \$50.02 fuel from ATV pick-up.

ADJOURNMENT

Shane moved, and Kendon seconded, that the meeting be adjourned; the meeting was adjourned at 8:15 pm.

Prepared by /s/ Terrie L. Wierenga Date 6/4/2011

Accepted: 6/23/2011