

## **Cache Mosquito Abatement District Board of Trustees**

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, May 24, 2012, at 7:00 pm in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 11 municipalities and the unincorporated area were present:

Darwin Pitcher, Lewiston  
Shane Lewis, Richmond  
Dave Gatherum, Hyde Park  
Gary Bates, Wellsville *arr. 7:12 pm*  
Kendon Godfrey, Clarkston  
Elaine Nelson, North Logan

Perry Spackman, Trenton  
Tom LaBau, Hyrum  
Robert Mather, Smithfield  
Joe Hansen, Cornish  
Jeff Ricks, unincorporated  
Scott Larsen, Nibley *arr. 7:30 pm*

Excused: Kermit Price, Millville; Deon Johnson, Providence. Absent: Dave Wood, Amalga; Mike Peterson, Newton; Bret Fannesbeck, Mendon. Also in attendance: Richard Rigby, Field Ops Manager; Ryan Pierson, Electronic Data Solutions; Matt Regen, CPA.

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

### **MINUTES**

The minutes of the April 26, 2012 meeting were reviewed and discussed.

Elaine moved, and Tom seconded, that the minutes be approved; motion passed unanimously with Joe abstaining.

### **FINANCIAL STATEMENTS REVIEW**

Matt Regen presented his review of the financial statements (required by the State Auditor). The review includes the new fund classifications under GASB (Governmental Accounting Standards Board). Essentially, all of our funds are assigned since we only do mosquito abatement. He also summarized revenue and expenses for the last three years. He distributed the draft review and asked for the Board to contact him with any questions or comments. He will finalize the review and submit it as well as the other required reports to the state by June 30. Gary arrived.

### **MANAGERS REPORTS**

Richard reported that fogging will begin district wide next Tuesday (May 29). Due to numerous reports of mosquito activity, Clarkston was fogged this week. He would like to get the GIS package now while the weather is dry and before flood irrigation gets going strong. The PC that was used by Chris with the old GIS has been updated with more RAM, a current operating system, and a new video card to support mapping. Main advantages of using GIS are that the records will satisfy the UPDES requirements and it will help the field workers (particularly the larviciders) keep up to date on treatment areas. Tom moved to purchase the system. Gary asked about the support costs for the Sentinel program from EDS; Ryan said it would be \$195 per handheld plus \$400 for the mapping software (\$1180 annually). The adulticide module will work

with the same hardware as the larvicide module but foggers will need a variable flow sensor. Joe asked what the real advantage would be. Richard said the primary advantage is the record requirements under NPDES (UPDES). The history of each treated area can be easily accessed in case of lawsuits. Scott arrived. Perry would like Richard to look into other options. Scott wanted to know if the added benefit outweighs the cost. Richard gave the example of the Northern Cache Library Consortium: the up front costs will always be steep. Terrie reminded the Board of the purchasing policy that would require bids since the cost is over the \$5,000 limit. The motion died without a second.

Joe said that in a class he attended in St. George, all signs indicate that electronic data will become mandatory. Data recovery and generation will be paramount. Robert asked if there would be grant funds available to help with the purchase; Terrie will look into possibilities. Richard will contact users of the Sentinel system as well as other packages for their feedback.

Richard would like to get a washer for the field workers to use to wash their PPE shirts at the shop. No dryer is needed. The Board agreed. Darwin asked about the equipment; one fogger still needs calibrated. Another fogger is out of service and is being used for parts. One ATV is scheduled to be replaced this year. Terrie will distribute the equipment rotation adopted in January 2011.

Terrie distributed the phone log of calls she's received as well as the interviews and presentations she's given thus far. She attended the May UMAA (Utah Mosquito Abatement Association) managers meeting in Provo since Richard could not. The spring workshop was attended by 190 people with around 30 taking the pesticide test from UDAF. Plans for next year are to have a third breakout session dealing with mechanical issues (repair, maintenance, etc.). Several suggested that the session for new employees focus more on larvicide issues (Mosquito 101). Those who attended Washington Days reported on the experience. All strongly encouraged others to participate in the future. The NPDES records retention was discussed again. All records must be kept for at least 5 years *after* the general permit expires (this means 2021). The PDMP needs to describe what procedures the District will use to verify spray efficacy, i.e., state where you'll be monitoring. In addition, the EPA wants documentation for when we flush, wash, and inspect foggers. The credit cards have arrived for the managers.

## **2012 OPERATIONS**

Jeff met with the realtor again to discover if the owners would be willing to entertain a lower offer than the \$20,000 per acre they're currently asking. Gary left. Darwin gave more details about the land parcel he found; all agreed the price was too high and the water table was of concern. Darwin talked with Chris Sands from the County Planning Commission to find out what CMAD would be considered (commercial, ag, etc.). Several trustees disagreed with Chris' assessment that CMAD would be a commercial classification and recommended the Board contact the ULCT attorney to find out what a government entity should be zoned as. Joe will ask David Church when he talks with him about another matter. Jeff will get more details (utilities, water table) on the land parcel.

## **PROCUREMENT POLICY CHANGE**

The possibility of changing the procurement policy to allow either the treasurer or the financial officer be one of the two signees was brought up at the April meeting. Scott said state code requires the treasurer to sign all checks.

## **BILLS**

The following bills were presented. Elaine moved and Tom seconded that the bills be approved; motion passed unanimously.

<b>Maintenance</b>	<b>1,875.08</b>
Cache Honda Yamaha	1,028.03
Sam's Club	519.02
Lowe's	176.81
Lowe's	72.20
Lowe's	43.45
O'Reilly (tank repair)	35.57
<b>Safety</b>	<b>1,525.25</b>
Grainger	1,243.14
Cabela's	204.96
Grainger	77.15
<b>Miscellaneous</b>	<b>1,380.21</b>
Forestry Suppliers	1,380.21
<b>Richard</b>	<b>1,203.75</b>
<b>Terrie</b>	<b>735.00</b>
<b>Larvaciders</b>	<b>1,708.88</b>
<b>Foggers</b>	<b>123.38</b>
<b>Training</b>	<b>699.24</b>
<b>Workers Comp</b>	<b>189.72</b>
<b>Payroll Liability</b>	<b>286.18</b>
<b>Office Supplies</b>	<b>474.44</b>
Staples (printer)	299.99
Newegg	118.86
Amazon	55.59
<b>Phones</b>	<b>132.12</b>
<b>Fuel</b>	<b>414.94</b>
<b>Building</b>	<b>1,063.69</b>
Rent	900.00
Questar	17.05
Rocky Mtn Power	109.14
Internet (1.5 mo)	37.50
<b>Chemical</b>	
Adapco	75,501.25
Univar	4,200.00
Adapco (BVA flush)	295.00

## **ADJOURNMENT**

Robert moved, and Kendon seconded, that the meeting be adjourned. The meeting was adjourned at 8:45 pm.

Prepared by /s/ Terrie L. Wierenga

Date 6/17/2012

Approved: 6/28/2012