

**Cache Mosquito Abatement District  
Board of Trustees Meeting  
January 28, 2021**

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, January 28, 2021, at 7 p.m. in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Current Covid-19 restrictions were followed, including social distancing and mandatory face masks. Representatives from 13 municipalities were present, 12 in person and 1 via phone:

Craig Hidalgo, Clarkston	David Gatherum, Hyde Park	Joe Archer, North Logan
Craig Rigby, Newton	(via phone)	Joe Hansen, Cornish
Curtis Wall, Smithfield	David Wood, Amalga	Kermit Price, Millville
Darwin Pitcher, Lewiston	Don Sheffer, Richmond	Larry Jacobsen, Nibley
	Jeff Ricks, Unincorporated	Paul James, Hyrum

Excused: Greg Taylor, Mendon Kevin Tingey, Wellsville  
Kim Hatch, Trenton Providence trustee, currently unnamed

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

**ADOPT AGENDA**

The meeting was called to order at 7 p.m. by Chair Joe Hansen. The agenda was reviewed.

Paul James moved and David Wood seconded that the agenda be adopted. Ayes: Archer, Gatherum, Hansen, Hidalgo, Jacobsen, James, Pitcher, Price, Ricks, C Rigby, Sheffer, Wall, Wood. Nays: None. Motion passed unanimously.

**OATH OF OFFICE**

Newly appointed trustees are: Larry Jacobsen, Nibley; and Don Sheffer, Richmond. Newly reappointed trustees are: David Gatherum, Hyde Park; Jeff Ricks, Unincorporated; and Paul James, Hyrum. The oath of office was administered to them by the clerk.

**MINUTES OF PREVIOUS MEETING**

The minutes of the December 10, 2020 meeting were reviewed.

Darwin Pitcher moved and Craig Hidalgo seconded that the minutes be approved. Ayes: Archer, Gatherum, Hansen, Hidalgo, Jacobsen, James, Pitcher, Price, Ricks, C Rigby, Sheffer, Wall, Wood. Nays: None. Motion passed unanimously.

**MANAGER REPORTS**

Manager Richard Rigby reported he sold the 2018 ATV this past week for \$5200, with that money given to Treasurer David Gatherum for deposit. He plans next to sell the 1998 Dodge pickup. In November Richard ordered the new truck we will be leasing; it should arrive at the end of April. The new ATV has been put out to bid. The state bid comes out next week for the abatement products we need. Richard has plenty left from last year to start the season, so he will probably wait until June to order more. The building is coming along well. Windows are in, ready for the roof. They are planning to do HVAC soon. Plumbing and electrical are done.

Administrative Manager Debbie Mays gave a handout with information about this month's bills, a snapshot of our budget position so far this year, trustee state training requirements, and next month's possible agenda.

## **FRAUD RISK ASSESSMENT REPORT**

After the board's discussion last month about the new Fraud Risk Assessment, Debbie completed and dated the report according to the December discussion and sent a copy to each trustee prior to tonight's meeting.

Paul James moved and Darwin Pitcher seconded that the report be approved. Ayes: Archer, Gatherum, Hansen, Hidalgo, Jacobsen, James, Pitcher, Price, Ricks, C Rigby, Sheffer, Wall, Wood. Nays: None. Motion passed unanimously.

## **STATE TRAINING REQUIREMENTS**

The state training requirements for board members were reviewed, including board member training required during the first year of appointment or reappointment, and annual open public meetings training.

**BILLS:** Bills for the month were presented and reviewed:

<b><u>Personnel</u></b>		Trustee Comp, Mileage, Officers	\$1,408.21
Payroll Tax Liability	\$226.00	Workers Comp premium	\$934.00
<b><u>Wages</u></b>			
Administrative Manager	\$760.73	<b><u>Abatement</u></b>	
Manager	\$2,121.00	Fuel	\$91.42
Website Manager	\$72.36	<b><u>Operations Site</u></b>	
		Building + Internet	\$1,025.00
<b><u>Administration</u></b>		Rocky Mountain Power	\$271.41
<b><u>Phones</u></b>		Dominion Energy	\$47.54
Google Cloud	\$12.00		
Verizon	\$118.33		

Craig Hidalgo moved and Paul James seconded that the bills be approved. Ayes: Archer, Gatherum, Hansen, Hidalgo, Jacobsen, James, Pitcher, Price, Ricks, C Rigby, Sheffer, Wall, Wood. Nays: None. Motion passed unanimously.

## **ELECTION OF 2021 OFFICERS**

Each motion below was unanimously approved as follows: Ayes: Archer, Gatherum, Hansen, Hidalgo, Jacobsen, James, Pitcher, Price, Ricks, C Rigby, Sheffer, Wall, Wood. Nays: None.

CHAIR: JOE HANSEN nominated by Paul James, seconded by Joe Archer. Motion to close nominations by Paul James, seconded by Craig Hidalgo.

VICE CHAIR: CRAIG HIDALGO nominated by Darwin Pitcher, seconded by Kermit Price. Motion to close nominations by Paul James, seconded by Joe Archer.

FINANCIAL OFFICER: KERMIT PRICE nominated by Paul James, seconded by Craig Hidalgo. Motion to close nominations by Paul James, seconded by Joe Archer.

TREASURER: DAVID GATHERUM nominated by Paul James, seconded by David Wood. Motion to close nominations by Joe Archer, seconded by Craig Rigby.

## **ADJOURNMENT**

Darwin Pitcher moved and Joe Archer seconded that the meeting be adjourned. The meeting was adjourned at 7:33 p.m.

Prepared by Debbie Mays Date 1/28/2021

Accepted: 2/25/2021