

**Cache Mosquito Abatement District  
Board of Trustees Meeting  
December 9, 2021**

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, December 9, 2021, at 7 p.m. in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Current Covid-19 CDC suggestions were followed, with face masks recommended for all due to our area's high transmission rate. Representatives from 14 municipalities were present:

Craig Hidalgo, Clarkston	David Wood, Amalga	Joe Archer, N Logan
Craig Rigby, Newton	Deon Johnson, Providence	Joe Hansen, Cornish
Curtis Wall, Smithfield	Don Sheffer, Richmond	Larry Jacobsen, Nibley
Darwin Pitcher, Lewiston	Greg Taylor, Mendon	Paul James, Hyrum
David Gatherum, Hyde Park	Jeff Ricks, Unincorporated	

**Excused:** Kermit Price, Millville                      Kevin Tingey, Wellsville                      Kim Hatch, Trenton

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

**ADOPT AGENDA**

The meeting was called to order at 7 p.m. by Chair Joe Hansen. The agenda was reviewed. Larry Jacobsen asked that the agenda item about the Nibley CRA be removed for the present.

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

**MINUTES OF PREVIOUS MEETING**

The minutes of the November 11, 2021 meeting were reviewed.

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

**PUBLIC HEARING FOR 2022 BUDGET AND 2021 BUDGET ADJUSTMENTS**

We moved to the public hearing for the 2022 Proposed Budget and the 2021 Budget Adjustments.

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

The public hearing was opened for comments. Debbie Mays, Administrative Manager presented some possible adjustments to the 2022 Proposed Budget as well as to the 2021 Budget. Richard Rigby, Manager, also presented some possible adjustments. Questions were asked and discussion ensued.

Larry Jacobsen moved and Darwin Pitcher seconded that the public hearing be closed. Ayes: Archer, Gatherum, Hansen, Hidalgo, Jacobsen, James, Johnson, Pitcher, Ricks, C Rigby, Sheffer, Taylor, Wall, Wood. Nays: None. Motion passed unanimously.

### **ADOPTION OF 2022 ADJUSTED BUDGET**

Adjustments to the 2022 Budget were reviewed.

Craig Hidalgo moved and Paul James seconded that the 2022 Adjusted Budget be adopted. Ayes: Archer, Gatherum, Hansen, Hidalgo, Jacobsen, James, Johnson, Pitcher, Ricks, C Rigby, Sheffer, Taylor, Wall, Wood. Nays: None. Motion passed unanimously.

### **APPROVAL OF 2021 BUDGET ADJUSTMENTS**

The 2021 Budget Adjustments were reviewed.

Paul James moved and Joe Archer seconded that the 2021 Budget Adjustments be approved. Ayes: Archer, Gatherum, Hansen, Hidalgo, Jacobsen, James, Johnson, Pitcher, Ricks, C Rigby, Sheffer, Taylor, Wall, Wood. Nays: None. Motion passed unanimously.

### **MANAGER REPORTS**

Manager Richard Rigby reported that the 2 new ATVs for next year are here. He will pick them up soon after the first of the year. Richard also reports he met with a professor from the Engineering Department at USU to discuss possible student participation in a project for upgrading the larvicide distribution system of our ATVs. They are working out the details, which may include CMAD investing \$2500 plus the cost of supplies to the project as well as Richard serving as mentor to the USU students. It was suggested the students figure out a Return on Investment as part of the project. It was also suggested that the intellectual property rights be hammered out between both parties before any work on the project begins.

Paul James suggested we may want to find out information about a program with the power company called Blue Sky. It would cost more for power initially but may save money in the long run. Richard said he will look into it.

Administrative Manager Debbie Mays discussed our financial status as shown on her handout. She reported we are under budget for the year in all areas except Administration, which is over budget primarily due to increased insurance and internet costs associated with our new building. She also reported she has email confirmation from both Lundahl Building and Design West Architects that all construction bills have been paid.

### **APPROVAL OF 2022 BOARD MEETING DATES**

Proposed 2022 board meeting dates: Jan 27, Feb 24, Mar 24, Apr 28, May 26, Jun 23, Jul 28, Aug 25, Sep 22, Oct 27, Nov 10, and Dec 8. These dates are the 4<sup>th</sup> Thursday of each month except for November and December, which are the 2<sup>nd</sup> Thursday of those months due to the holidays.

Darwin Pitcher moved and David Wood seconded that the proposed 2022 board meeting dates be approved. Ayes: Archer, Gatherum, Hansen, Hidalgo, Jacobsen, James, Johnson, Pitcher, Ricks, C Rigby, Sheffer, Taylor, Wall, Wood. Nays: None. Motion passed unanimously.

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

**Personnel**

Payroll Tax Liability	\$236.23
Administrative Manager	\$818.69
Manager	\$2,121.00
Website Manager	\$63.32
Workers, Larvicide	\$84.84

**Administration**

Administrative Manager Mileage	\$23.52
Dues (UMAA)	\$350.00
Legal Notices (Herald Journal)	\$69.56
Office Equipment (Comcast)	\$427.00

**Phones**

Google Cloud	\$12.00
Verizon	\$117.71

**Trustee Comp, Mileage, Officer**

Kim Hatch, Nov meeting attendance	\$50.16
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**Abatement**

Adulticide (Veseris: switch, solnd, belt)	\$894.28
Fuel	\$155.11

**Maintenance**

Napa (oil filter)	\$6.65
Napa (oil)	\$16.99
Adv Heating & Air Cond (furnace filters)	\$168.00

**Operations Site**

Hyde Park City	\$139.96
Rocky Mountain Power	\$485.27
Dominion Energy	\$167.17

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

**ADJOURNMENT**

David Gatherum moved and David Wood seconded that the meeting be adjourned. Ayes: Archer, Gatherum, Hansen, Hidalgo, Jacobsen, James, Johnson, Pitcher, Ricks, C Rigby, Sheffer, Taylor, Wall, Wood. Nays: None. Motion passed unanimously. The meeting was adjourned at 7:31 p.m.

Prepared by Debbie Mays Date 12/09/2021

Accepted: 01/27/2022