

## **DRAFT**

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

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, September 26, 2013, at 7:00 pm in the Bear River Health Department conference room (655 E 1300 N, Logan). Representatives from 10 municipalities were present:

Kendon Godfrey, Clarkston  
Dave Gatherum, Hyde Park  
Robert Mather, Smithfield  
Elaine Nelson, North Logan  
Scott Larsen, Nibley  
Tom LaBau, Hyrum

Darwin Pitcher, Lewiston *arr. 7:05*  
Dave Wood, Amalga  
Perry Spackman, Trenton  
Joe Hansen, Cornish  
Raymond Smith, Richmond

Excused: Bob Jepsen, Mendon. Absent: Mike Peterson, Newton; Jeff Ricks, unincorporated; Kermit Price, Millville; Deon Johnson, Providence; Gary Bates, Wellsville.

Also present: Richard Rigby, Field Ops Manager; Terrie Wierenga, Administrative Manager.

The meeting was called to order at 7:00 pm by chairwoman Elaine Nelson. Tom moved, and Joe seconded, that the agenda be adopted; motion passed unanimously.

#### **MINUTES**

The minutes of the August 22, 2013 meeting were reviewed and discussed.

Perry moved, and Robert seconded, that the minutes be approved; motion passed unanimously.

Ayes: Godfrey, Pitcher, Gatherum, Wood, Mather, Spackman, Nelson, Hansen, and Smith; Abstain: LaBau and Larsen.

#### **MANAGERS REPORTS**

Richard reported that surveillance and routine abatement are done for the season. Matt will hit problem areas that need fogging. (Darwin arrived) The only chemicals left are larvicide oil and Kontrol. Substantial numbers of the treehole mosquito and Tule mosquito were seen towards the end of the season. The treehole mosquito carries canine heartworm while the Tule mosquito is a WNV carrier. Only one mosquito pool tested positive for WNV for the season. The most complaints were from the areas bordering the College-Young MAD; they have lots of standing water. The landlord mentioned to Richard that property taxes are up so he will likely increase the rent for the shop.

One of the fogging GPS modules shorted out and had to be returned to London Fog for repair. Traps will be picked up September 28. Three to four traps will need to be replaced for next season. As for vehicles, two new ATVs will be purchased. Preference is for Yamaha due to the sturdier suspension for carrying the weight of the spreader etc. The rack on the Hondas tends to

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break down more often because of the lack of support. One of the 2000 Fords is next up for replacement; it has 195,000 miles on it. The other one will be kept.

Dave W. asked who is dipping for larva in their private car? Ryan from USU is working with Richard and the larvicide crew to collect mosquito larva for his research before pools are treated by CMAD workers.

Terrie reported that calls are all from problem areas with high mosquito numbers. She participated in the teleconferences hosted by the Utah Departments of Health (UDOH) and found them very informative. Health districts as well as state labs and mosquito districts participate and share information and updates. Latest count is six human cases (four are neuroinvasive WNV) and seven horses. They are scattered throughout the state. She attended the UMAA Directors Meeting. The main topic was the upcoming fall conference. Other items that were discussed included progress on the state purchasing contract for pesticides and legislative concerns. A transfer of funds from PTIF to the checking account was not made as scheduled on September 9; no notices were received until September 18. Several checks were returned for insufficient funds and bank fees were assessed. Terrie and Scott worked to get things straightened out and the fuel cards reactivated by September 23. Fees charged to three employees for returned checks were paid by the District.

### **UMAA & UASD CONFERENCE**

Attendees for the UMAA conference October 6-8 are Perry, Elaine, Terrie, and Richard. Kermit will be contacted to see if he wants to attend before the registration is sent September 27. Scott is interested in attending the UASD conference in Provo November 6-8. Discussion was held on how to reimburse people attending UMAA who choose to drive their personal vehicles instead of a District pickup. Consensus was to use the guidelines from the IRS to determine the reduced reimbursement (around 14 cents per mile vs. 55.5 cents).

Tom moved, and Joe seconded, to approve travel for the members who wish to attend the conferences and to reimburse those who drive their private vehicle at the IRS rate.  
Motion passed unanimously.

Terrie will purchase a \$75 gift card for the door prize for the UMAA conference.

### **PEPPERIDGE FARM CDA**

Terrie reported on further discussions with Ballard Spahr on the CDA for the Pepperidge Farm Community Development Agency (CDA). State law requires the interlocal agreement be reviewed by an attorney as well as other documents next year. The draft RFP (request for proposals) for legal services was reviewed, and the date for submission changed to 5:00 p.m. on October 11. The notice will be posted in the newspaper and on the Public Notice website on the weekend.

### **BILLS**

The following bills were presented. Tom moved, and Dave G. seconded, that the bills be approved. Motion passed unanimously.

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<b>Credit Card</b>	<b>\$200.31</b>
Maintenance	124.56
Administrative (shipping)	75.75
<b>Firestone</b>	<b>\$16.69</b>
<b>Administration</b>	<b>\$395.09</b>
Petty cash	\$91.34
NSF fees	\$178.00
NSF fees to employees	\$50.00
<b>Telephones</b>	<b>\$134.39</b>
<b>Building</b>	
rent + internet	\$925.00
Questar	\$5.33
Rocky Mountain Power	\$22.57
<b>Fuel</b>	<b>\$2,149.42</b>
<b>Personnel</b>	
Admin	\$468.75
Field Ops	\$2,560.00
Field Worker, larvacide	\$1,880.90
Field Worker, fogging	\$1,688.18
Surveillance Worker	\$210.00
Payroll liability	\$520.80
Workers Comp	\$197.66

### **2014 BUDGET PREPARATION**

Terrie reminded the Board that the budget process begins at the October meeting. Items that need to be purchased on the administrative side include a new computer and updated Quickbooks software. The printer is still working fine. Richard already mentioned the new traps, ATVs, and a pickup for the field operations. It's not known what prices will be for the pesticides since we will be developing a state contract.

### **ADJOURNMENT**

Joe moved, and Dave W. seconded, that the meeting be adjourned. The meeting was adjourned at 8:05 p.m.

Prepared by /s/ Terrie L. Wierenga

Date 10/16/2013

Accepted: \_\_\_\_\_