

**Cache Mosquito Abatement District
Board of Trustees Meeting
October 26, 2023**

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, October 26, 2023, at 7 p.m. in the CMAD Building (850 West 100 South, Hyde Park) Representatives from 12 municipalities were present:

Kim Hatch, Trenton	Don Sheffer, Richmond	David Gatherum, Hyde Park
Craig Hidalgo, Clarkston	Tom Davis, Nibley	Ned Simper, Lewiston
Joe Hansen, Cornish	Jeff Ricks, Unincorporated	Greg Taylor, Mendon
Craig Rigby, Newton	Joe Archer, North Logan	David Wood, Amalga

Excused: Jeff Nebeker, Providence; Kevin Tingey, Wellsville; Jon Wells, Smithfield;
Paul James, Hyrum; Kermit Price, Millville

Also present: Richard Rigby, Manager Sierra Bradley, Admin Manager

MEETING CALLED TO ORDER AND ROLL CALL

The meeting was called to order at 7:02 p.m. by Chairman Joe Hansen and roll call was recorded.

ADOPT AGENDA

The agenda was reviewed.

Craig Rigby moved and David Wood seconded that the agenda be adopted. Ayes: Hatch, Hidalgo, Hansen, Rigby, Sheffer, Davis, Ricks, Archer, Gatherum, Simper, Taylor, and Wood.

Nays: None. The motion passed unanimously.

MINUTES OF PREVIOUS MEETING

The minutes of the October 26, 2023 meeting were reviewed.

Craig Rigby moved and Tom Davis seconded that the minutes be accepted. Ayes: Hatch, Hidalgo, Hansen, Rigby, Sheffer, Davis, Ricks, Archer, Gatherum, Simper, Taylor, and Wood.

Nays: None. The motion passed unanimously.

MANAGER REPORTS

Manager Richard Rigby reported that both he and Sierra will be attending the annual UMAA (Utah Mosquito Abatement Association) conference from October 29th to the 31st. He will talk to the vendors about pricing for everything including chemicals and the possibility of buying now and paying in 2024. Richard reported that the season went well and he is currently working on winterizing equipment.

Administrative Manager Sierra Bradley reported that trustee checks for the third quarter were given to all the trustees. She brought up that she ran into a problem caused in part by only knowing the Zions Bank account balance once a month when she received the monthly statement in the mail. This last month, the Zions bank account was low after paying the building loan's annual payment. She had to transfer some money from the PTIF to Zions to fix the overdraft. Sierra would like to be able to have access to view the current balance for Zions at any time. Dave Gatherum said he would call the bank and work out everything that needs to be done. Sierra will also be attending the UASD (Utah Association of Special Districts) on November 8th for additional training.

BUDGET

Craig Hidalgo met with Matt Regan to compare tax rates from the state and our budgets over the past five years and put together a presentation talking about the absolute need for a raise in taxes to cover expenses in the future. We will need to apply for a tax increase in 2024 so that it will go into effect in 2025.

REVIEW AND APPROVE BILLS: 29 Sept 2023 – 26 Oct 2023

Personnel	\$3,538.41	Administration	\$2,199.85
Payroll Tax Liability	\$251.46	Admin Manager Miles	\$63.18
Admin Manager	\$362.25	Office Equipment (Comcast,QB)	\$249.14
Manager	\$2,500.00	Office Supplies (Instant Ink)	\$25.64
Workers, Larvicide	\$0.00	Phones	\$345.06
Workers, Adulticide	\$388.70		
Workers, Surv/Custodial	\$36.00	Google Cloud	\$12.00
		Verizon	\$277.75
		Verizon Connect	\$55.40
		Trustee Comp, Mileage, Officer Per Diem	\$1,516.74
Abatement	\$2,485.60		
Maintenance	\$179.44	Vehicles/Equipment	\$0.00
Surveillance Supplies	\$105.00		
Fuel	\$1,526.48		
Operations Site	\$674.68		
Hyde Park City	\$84.85		
Rocky Mountain Power	\$516.61		
Dominion Energy	\$25.43		
WM	\$47.79		

Tom Davis moved and Joe Archer seconded that the bills be approved. Ayes: Hatch, Hidalgo, Hansen, Rigby, Sheffer, Davis, Ricks, Archer, Gatherum, Simper, Taylor, and Wood. Nays: None. The motion passed unanimously.

ADJOURNMENT

Greg Taylor moved and Joe Archer seconded that the meeting be adjourned. Ayes: Hatch, Hidalgo, Hansen, Rigby, Sheffer, Davis, Ricks, Archer, Gatherum, Simper, Taylor, and Wood. Nays: None. The motion passed unanimously. The meeting adjourned at 7:39 p.m.

Prepared by: Sierra Bradley Date: October 26, 2023 Accepted: November 9, 2023