



## *Weber Mosquito Abatement District*

Keith Hill, Director  
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**The Board of Trustees of the Weber Mosquito Abatement District, Utah, met in public session December 11, 2023, at 6:25 pm., immediately following the Public Hearing at the District office located at 505 West 12<sup>th</sup> Street, Ogden, UT 84404. The meeting was called to order by Board Chair Steve Gibson. On roll call the following members were found to be present:**

**Director Keith Hill**  
**District Clerk Becky Bowcutt**  
**Assistant Director Taylor Anderson**  
**Board Chair Steve Gibson**  
**Vice Chair Gordon Cutler**  
**Buddy Sadler**  
**Ryan Barker**  
**David Smith**  
**Bart Stevens**  
**Grover Wilhelmsen**  
**Artie Powell**  
**Cindy Cox**  
**Jim Harvey**  
**Ryan Parent**  
**Sallee Orr**  
**Ann Jackson**  
**Carey Seal**

Trustees Dee Christoffersen and David Chugg were excused.

Bryan Baron, the District's Contract Attorney, was present.

**Welcome and Public Comment.** Trustees were welcomed to the December 11, 2023 Board Meeting.

**Approval of the November 13, 2023, Board Meeting Minutes.** A motion to approve the board meeting minutes of November 13, 2023, was made by Trustee Jim Harvey, seconded by Trustee Grover Wilhelmsen. Motion passed unanimously.

**November Budget Report.** Director Keith Hill reviewed the Monthly Budget Report. General Fund Expenditures in November totaled \$131,745.06 with an additional \$2,286.93 from Capital Expenditures total expenses in November amounted to \$134,031.99. YTD expenses are at 83%. The Public Treasurer's Investment Fund balance is \$1,741,261.09. The Bank of Utah checking account balance as of November 30, 2022, totaled \$100,419.11 and the America First CD earned \$750.87 bringing the balance to \$173,090.10.

**Approval of the Monthly Bills for November.** The Board proceeded to discuss the monthly bills. Keith explained check #1389 totaling \$2,286.93 to Norco for a new welder for the District and check #19406 to Washington State University for the annual fish culture testing totaling \$802.00. A motion to approve the monthly bills for November was made by Trustee Gordon Cutler, seconded by Trustee Cindy Cox. Motion passed unanimously.

**Director’s Performance Review and Possible Merit Increase.** A committee consisting of Board Chair Steve Gibson, Vice Chair Gordon Cutler and Trustees David Smith and Ryan Barker met at the District office December 5, 2023, at 3:30 pm. to conduct the annual Director’s Performance Evaluation. The committee spoke highly of Director Keith Hill and were incredibly pleased with his performance and the knowledge and morale he has brought to the District. Director Hill was able to accomplish many achievements throughout 2023 that impressed the committee. Keith successfully purchased a second drone for the District and trained a second drone pilot. The committee set new goals for Keith in 2024 which included training a third employee as a drone pilot, negotiating the contract with VDCI and continuing with the construction at the District. The committee recommended to the board that Director Keith Hill receive the 3.2% COLA in 2024. Trustee Gordon Cutler made a motion to extend the 3.2% COLA to Director Keith Hill, seconded by Trustee Grover Wilhelmsen. Motion carried.

**Approve/Disapprove: 2023 Budget Amendments.** Trustee Cindy Cox made a motion to approve the 2023 Budget Amendments as presented in the Public Hearing, seconded by Trustee Sallee Orr. Motion passed unanimously. Resolution 12/11-1 2023 adopted.

**Approve/Disapprove: 2024 Budget.** Trustee Gordon Cutler made a motion to approve the 2024 Budget with a 3.2% COLA for 2024, motion seconded by Trustee David Smith. Resolution 12/11-2 2023 adopted.

**Approve/Disapprove: 2024 Board Meeting Schedule.** Director Keith Hill presented the 2024 Meeting Schedule to the Board of Trustees of the Weber Mosquito Abatement District. Monthly Board Meetings are held the second Monday of every month at 6:00 P.M. at the District office. The November meeting falls on Veteran’s Day so it was rescheduled to November 4, 2024 to avoid the Holiday. A motion to approve the 2024 Board Meeting Schedule as presented was made by Trustee Ann Jackson, seconded by Trustee Carey Seal. Motion passed unanimously. Resolution 12/11-3 2023 adopted.

**Fraud Risk Assessment.** The Board proceeded to discuss the Fraud Risk Assessment. Overall, the total points earned were 375/395 presenting a very low risk level. The Fraud Risk Assessment must be submitted to the State Auditor’s Website within 180 days of the year end date. Trustee Cindy Cox made a motion to accept the Fraud Risk Assessment as presented, seconded by Trustee Grover Wilhelmsen. Motion passed unanimously.

**Director’s Report.** Trustees were wished a Merry Christmas and a Happy New Year.

**Adjourn.** A motion to adjourn was made by Trustee Artie Powell, seconded by Trustee Cindy Cox. Motion passed. The meeting adjourned at 6:55 pm.

Attested \_\_\_\_\_

Date \_\_\_\_\_