

**BOX ELDER MOSQUITO ABATEMENT DISTRICT
BOARD OF TRUSTEES MEETING MINUTES**

Time: August 6, 2024, at 7 p.m.

Place: Box Elder Mosquito Abatement District
115 South 1050 West, Brigham City, Utah 84302

Trustees present:	Cory Bennion	Boyd Bingham	Jacob Bodily	Linda Bourne
	Tim Heyder	Dave Hougaard	Thomas Jensen	Tamara Miner
	Sandra Nelson	Travis Nelson	Rex Nessen	Mark Thompson
	James Walker	Les Wheatley		

Trustees absent: Megan Armstrong, Kirk Coombs, Nic Tree

Others present: Tyson Packer – Director, Jon Nelson – Assistant Director, Seth Anderson – Field Supervisor, Janet Karren – Administrative Assistant

1. Board Chair Mark Thompson called the meeting to order and welcomed those in attendance.
2. Mark led the group in the Pledge of Allegiance.
3. A motion was made to approve the agenda.
Motion: Tim Second: Rex No discussion Vote: Unanimous
4. Since the June 4, 2024, minutes were not distributed to board members for review, approval will be on the agenda for the October meeting.
5. Tamara Miner reported that all financial transactions are in order. A motion was made to approve the internal audit and pay the bills.
Motion: Tim Second: Rex No Discussion Vote: Unanimous
6. Board members who did the 2024 Fraud Risk Assessment reported to the group. A 'Low Risk' level was determined.
7. BEMAD's contract with Child Richards CPAs & Accounting expired two years go. The previous two years' audits have been awarded through direct negotiation. Two options in acquiring accounting services are available. BEMAD can acquire and auditor through the RFP process or use the small purchase guidelines for direct negotiation. A motion was made to give the director permission to choose the auditor for the 2024 audit.
Motion: Jacob Second: Tim No Discussion Vote: Unanimous
8. Board members signed up for fall conferences. UMAA is October 28 – 30 in St. George, UASD November 6-8 in Layton, or training may be done online.
9. Tyson presented tentative plans for a UAV purchase.

A motion was made and withdrawn to acquire bids and approve drone purchase at October meeting. An explanation on COA (Certificate of Authorization) preparation was offered. If the UAV is purchased in September, a COA could be acquired before the new year, as the process

takes several months and requires a UAV serial number. A second motion was made to approve the director to purchase a drone based on requesting competitive quotes (pending budget amounts after September 6).

Motion: Dave

Second: Tim

Vote: Unanimous

Discussion: Reasons for UAV acquisition include accessibility, improved UAV quality with lower costs, airplane limitations, and more efficient use of mosquito control products.

To date, the current mosquito season has been under budget from weather conditions that are much hotter and drier than usual. The amount available to spend on the UAV purchase will depend on the remainder of the 2024 season. Several board members recommended letting the Director choose the drone. Competitive quotes have been solicited for either a UAV only or for a complete UAV package. Three vendors have been contacted, although all have yet to respond. This will be done as a small purchase. It is noted that some vendors prefer not to work on UAVs that were not purchased from them.

10. Tyson gave a brief Director's Report. This has been a hot, dry season. Dorsalis numbers have been down, and Tarsalis numbers are up. Three of our traps tested positive for West Nile last week. Employees have received heat stress training and have not had any notable incidents yet.

11. Motion to adjourn @ 8:05 p.m.


Motion: Sandra

Second: Dave

No Discussion

Vote: Unanimous

12. **Next Meeting: October 1 @ 7 p.m.**


Board Member