

BOX ELDER MOSQUITO ABATEMENT DISTRICT BOARD OF TRUSTEES MEETING MINUTES

Time: October 1, 2024, at 7 p.m.

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

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

Trustees absent: Megan Armstrong, Boyd Bingham

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: Rex Second: Kirk No discussion Vote: Unanimous
4. A motion was made to approve the minutes for both the June 4 and August 6 meetings.
Motion: Rex Second: Travis No discussion Vote: Unanimous
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: Kirk Second: Rex No Discussion Vote: Unanimous
6. This article was published in the September 18, 2024, edition of the Box Elder News Journal:

Developers were allowed to defer improvements, now Brigham City will ask current property owners—Box Elder County—to put improvements in

By Nelson Phillips

Staff writer

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Fresh from a debate last month over the problems deferral agreements for curb, gutter and sidewalk have caused the city, on Sept. 5 the Brigham City Council approved a request to end deferral agreements signed with developers in 1996 and 2003, and require those improvements to be made.

The two agreements signed with Brent and Kenneth Dickmore allowed the

developers to delay building curb, gutter and sidewalk along 100 South between 1050 West and 1000 West, where the county jail and mosquito abatement offices are now located. In that agreement no timeline was specified when the improvement would need to be made, with wording simply stating that the improvements would commence within 60 days of being notified by Brigham City's public works director. A lien on the properties was given to the city to enforce the agreement, stating that the future property

owners would be responsible for costs and completion. Those property owners are now Box Elder County, and the Box Elder County Mosquito Abatement District.

"950 West was improved to 1000 West as part of the preparation for the overpass project [on Forest Street]," explained Brigham City Planner Mark Bradley. He continued that with the overpass construction, 100 South will eventually be connected to 1200 West, creating a need for the improvements to be completed. Bradley said that the city had been in touch with at

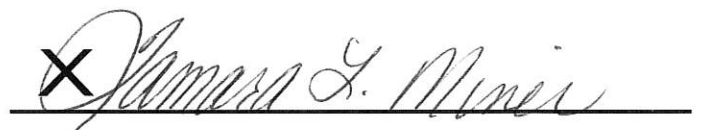
least one county official, giving them a "heads up" that the improvements would need to be planned for.

When asked by a councilmember what the cost to the county would be, Brigham City Administrator Derek Oyler answered that Brigham City did not do a cost estimate on the project, but said the city would be willing to work with the county, realizing a budgeting process would need to take place before the county could begin the project.

The council then passed the resolution unanimously.

The District is aware of this agreement and has been reserving a portion of the Fund Balance for this purpose. BEMAD is responsible for the south portion of the road construction (as far east as the property line) with Box Elder County being responsible for the north portion. Information is currently limited, but Brigham City's preliminary cost estimate is \$295,000 for BEMAD's portion.

7. Parking/awning addition. Parking and storage inside the building have been limited and decreasing as BEMAD's operations have expanded over the last 20 years. Multiple trucks, ATV's, trailers, and other equipment have been or will be stored outdoors. With the purchase of more equipment in 2025, protected storage has become a greater concern. Tyson proposed having a 65' x 26' awning installed on the east end of the building to provide some protection from the elements. The awning could be built in three phases, with the first being open-air, the second having the sides enclosed, and the third eventually enclosing the structure. There was no timeline proposed for phases two and three. Tentative budget amount for this project is \$35,000. Several board members recommended contacts that could either provide further information or build the structure. Pending further information, most notably cost, the line item was tabled until December.
8. The radiant heat furnaces in the chemical shed, wash bay, and parking garages are not adequate. Tyson proposed replacing all three furnaces at a cost range of \$11,000 to \$27,794. A motion was made to replace all three with a \$14,000 limit to be taken from the 2024 budget.
Motion: Tim Second: Kirk Vote: Unanimous
Discussion: If it comes down to prioritizing, the chemical shed is most critical, but they all need to be replaced.
- 9,10. Tyson presented the 2025 tentative budget including the shop awning addition and the 100 South improvements. He provided information on the individual line items, with trustees offering questions and discussion. Some items will be researched and discussed again in December before the budget is officially approved. A motion was made to accept the 2025 tentative budget for public inspection.
Motion: Kirk Second: Les Discussion: See above Vote: Unanimous
11. The public hearing to approve the 2025 budget will be December 3 @ 7 pm.
12. The UMAA and UASD conferences will be held in the coming weeks. Janet distributed travel information and will direct deposit travel funds on October 21.
13. Tyson gave a brief Director's Report. There were 22 positive traps and 3 human cases in the district this season. The UAV has been purchased with delivery expected before November. Child/Richards CPAs and Advisors will perform BEMAD's 2024 audit.
14. Motion to adjourn @ 8:50 p.m.
Motion: Kirk Second: Tim No Discussion Vote: Unanimous
15. **Next Meeting: December 3 @ 7 p.m. 2025 Budget - public hearing**

A handwritten signature in cursive script, reading "Pamela G. Miner", is written over a horizontal line. To the left of the signature, there is a large handwritten "X" mark.

Board Member