

**Minutes of the
Summit Mosquito Abatement District Board Meeting
October 8, 2024**

The regular board meeting for Summit Mosquito Abatement District was convened on October 8, 2024 at 5 p.m. in the District's board room. Those present were DelRay Hatch, Greg Averett, Bill Connell, Roger Crittenden, Troy Dayley, Trevor Hale, Gaylen Pace, Sue Pollard, Jason Richins, Bryan Stephens, and Brenz Staples. David Darcey attended the meeting electronically. Trevor Clegg was excused from the meeting.

Action Items

Minutes from the August 13th Board Meeting

With no changes or corrections to be made to the minutes, Gaylen made the motion to approve the minutes for the August 13th board meeting, and Roger seconded. The motion passed unanimously.

Expenses for August and September 2024

Roger wondered if the \$2,315.28 expense for drone treatment in September was for one treatment or what had been incurred so far for the year. The assistant manager explained that this amount was the cost for one treatment, and that the total expense would be closer to \$7,000. With no other questions or concerns from board members regarding the expenses for August and September 2024, Jason made the motion to approve the expenses, and Trevor seconded. The motion passed unanimously.

Year-to-date 2024 Budget

David asked the manager to comment on the \$120,443.00 spent on chemical for the year. He wondered if there would be any additional chemical expenses. The manager indicated that no additional chemical had been ordered. Thus, the \$120,443.00 would be the final expense amount. The manager noted that the overage in the Equipment Purchases line-item, which was the result of the cost of \$2,585 for the IDX speciating machine. At the time the 2024 budget was prepared, it wasn't certain that the District would lease the machine; thus, the cost wasn't included. The cost for the IDX machine will be in the 2025 budget. All other budget line-items are within the budgeted amounts. With no other questions or concerns, Troy made a motion to approve the YTD 2024 budget and Sue seconded. The motion passed unanimously.

Tentative 2025 Budget

The manager presented the 2025 tentative budget to board members. The projected revenue is based on county tax assessment, interest income, and sale of assets. The manager reviewed each income and expense line-item and indicated what adjustments had been made to the previous year's budget. One noteworthy adjustment was the increase in the Equipment Purchase line-item from \$3,500 to \$7,000. This is to account for the cost to lease the IDX speciating machine. Greg wondered about the cost difference between leasing or buying the machine. The manager explained that the cost to lease is about \$4,000 while the cost to buy would be about \$10,000 to \$11,000. Board members agree that it would be best to lease the machine at this point. The assistant manager talked about the budgeted amount of \$10,000 for drone treatments and what his plans are for using the drone in 2025. The board will be finalizing the tentative budget at the hearing in December. Additional changes can be made at this meeting before it is finalized. Upon approval, the manager will submit the 2024 approved budget to the state auditor's office. David made a motion to approve the 2024 tentative budget, and Bill seconded. The motion passed unanimously.

Capital Expenses for 2025

Initially, board members discussed replacing trucks and equipment after ten years of use. This means that the 2015 Ranger would be replaced next year. But the manager and assistant manager discussed if there was a real need for three ATVs. They felt that using the drone and the elimination of some wetland by housing development is reducing ATV use. The assistant manager also felt that some employees may be somewhat intimidated with pulling the ATVs. He would like to do some training on this issue next year. The other capital expenses that the manager felt would be justified in purchasing is a new truck fogger and replacing the I-Pads. While the foggers

work fine, they are outdated, and the I-pads are about 5-years-old. Board members were in agreement with getting a new truck fogger this year. Bill made the motion to approve the capital expense budget for 2024, and Trevor seconded. The motion passed unanimously.

Assistant Manager to attend the West Central Mosquito Control Conference

The manager recommends that the assistant manager attend the West Central Mosquito Control Conference that will take place on February 19th and 20th in Jackson Hole, Wyoming. The West Central Mosquito & Vector Control Association promotes effective mosquito control methods within the west and midwest states. The manager has attended this conference in the past and felt it would be good for the assistant manager to attend to get control and treatment ideas from like-minded districts. The board members agreed that Brenz should attend. Greg motioned that Brenz be allowed to attend, and Roger seconded. The motion passed unanimously.

Follow-up Items

2024 UMAA Annual Meeting

The manager reviewed those board members who will be attending the UMAA conference. Roger, Trevor, Troy, and Gaylen are planning to attend. Registration has been submitted and hotel rooms have been reserved. Those attending will plan on giving a report on the conference when they return.

Discussion Items

Adopting Conflict of Interest and Personal Use of Public Property Policies

The manager suggests that the District adopt Conflict of Interest and Personal Use of Public Property policies as recommended by the Utah Association of Special Districts (UASD). The UASD has provided the necessary templates for doing so, which is what the manager has given to the board. The board agreed on adopting these policies. Trevor made the motion to adopt the “Personal Use of Public Property” policy, and Jason seconded. The motion passed unanimously. Roger made a motion to adopt the “Conflict of Interest Policy”, and Troy seconded. The motion passed unanimously.

Review RFQ for Architectural Services

The board decided to table the discussion on this issue until the next meeting.

Final Field Report

The assistant manager provided board members with the final field report. He felt that the season went quite well this year. He presented information to board members showing treatment statistics. He also showed that the adult numbers for light traps throughout the county have had a significant drop from previous years. He felt that this was due to how well the employees worked to control larvae population this year and because of cooperation of the weather. He learned some things this year and will make some changes next season to improve processes and procedures.

Final West Nile Virus Report

The assistant manager presented board members with information showing the number of mosquito pools in the state that have reported positive for WNV. While the District has submitted several mosquito pools to the state lab for testing; to date, there have been no pools report positive for WNV.

Bill made a motion to adjourn the board meeting at 6:22 p.m.