BOX ELDER MOSQUITO ABATEMENT DISTRICT
BOARD OF TRUSTEES MEETING MINUTES

Time: December 3, 2024, at 7 p.m.

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

Trustees present:			
Megan Armstrong	Cory Bennion	Jacob Bodily	Linda Bourne
Kirk Coombs	Tim Heyder	Thomas Jensen	Tamara Miner
Sandra Nelson	Travis Nelson	Mark Thompson	Les Wheatley

Trustees absent: Boyd Bingham, Dave Hougaard, Rex Nessen, Nic Tree, James Walker

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: Megan No discussion Vote: Unanimous

4. A motion was made to approve the minutes for the October 1, 2024 meeting.
   Motion: Jacob Second: Sandra 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: Megan Second: Tamara No Discussion Vote: Unanimous

6. Tyson reviewed details of the 2025 Tentative Budget, including recommended changes from the previous meeting. Those changes include a decrease in the 'Travel, Training, and Conventions' line item to account for the full-time operational staff's request to abstain from attending the 2025 AMCA meetings, an increase to the 'Capital Outlay' line item to account for an uptick in truck prices, and an increase to the 'Maintenance, Repairs, and Projects' line item.

7. A motion was made to open the Public Hearing for the 2025 Budget.
   Motion: Kirk Second: Tim Discussion: None Vote: Unanimous

   As there were no county residents in attendance, a motion was made to close the public hearing.
   Motion: Jacob Second: Linda Discussion: None Vote: Unanimous

8. Select changes were made to adjust line item thresholds, and the board of trustees ensured current year spending was within the overall General Fund Budget amount. A motion was made to open, amend, and approve the final 2024 Budget.

   Motion: Megan Second: Travis Vote: Unanimous

9. The aforementioned review of the changes made to the 2025 Tentative Budget led to more discussion and confirmation that the budget was in order. A motion was made to adopt the 2025 Budget to allow BEMAD to operate in the coming year.
   Motion: Kirk   Second: Tim   Vote: Unanimous

   Discussion: Tim followed up to make sure there was enough money allotted for the first season of the UAV program.

10. A motion was made to approve construction of a storage awning to accommodate and protect the drone, additional truck, trailer, and equipment.
   Motion: Jacob   Second: Linda   Vote: Unanimous

   Discussion: Tyson presented one partial and two full construction bids. Construction on the awning and supports will be the first of three phases. The second and third phases, which include adding side walls then garage doors, could be completed in the near future as funds are available. Several trustees have worked with Christensen Buildings on other projects and recommended their bid be accepted.

   The group belatedly realized the building had already been approved in next year's budget. More attention will be given to order of items on the agenda in the future.

11. A motion was made to approve the 2025 Board of Trustees meeting schedule.
   Motion: Megan   Second: Jacob   Discussion: None   Vote: Unanimous

12. The annual board appreciation dinner is scheduled for Tuesday, January 7, at 6 p.m. at Maddox.

13. Tyson gave a Director's Report. The previously approved furnaces have been installed in the chemical shed, parking garage, and shop. The drone has been ordered but hasn't arrived yet. Six trustees' terms expire in December. Letters will be sent to city and town councils to determine who will serve beginning in January.

14. Motion to adjourn @ 7:55 p.m.
   Motion: Megan   Second: Les   No Discussion   Vote: Unanimous

15. **Next Board Meeting: February 4 @ 7 p.m.**

X Tamara L. Miner

Board Member