

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
27 February 2025**

BOARD MEETING

Presiding: Amanda Barth, Chair

Time: 12:43 p.m.

Place: 2215 North 2200 West, Salt Lake City, UT 84116

Trustees Present: Amanda Barth, Chair
Neil Vickers, Ph.D., Vice-Chair
Dr. Shireen Mooers
Van Turner

Trustees Excused: Luz Escamilla

Others Present: Ary Faraji, Ph.D., Executive Director
Gregory White, Ph.D., Assistant Director
Aleta Fairbanks, CPA, CFO

1. Roll Call:

Trustee Barth called the meeting to order at 12:43 p.m. and confirmed that the meeting was being recorded. No conflicts of interest were declared.

2. Update on Construction and Summary of Ground Breaking Ceremonies:

The meeting began a little behind schedule because of the Ground Breaking Ceremonies for Phase II construction. It was a general consensus that the ceremonies had gone well, and everyone was thanked for participating and for being supportive. A few comments were made on the Ground Breaking Ceremonies. Construction is ahead of schedule because the weather has been cooperative. Salt Lake City is still insisting that we provide two street lights on the west side of 2200 West in front of our property. Our construction company's sweeper was previously pushing dirt around, and the dust caused problems with our filtration and HVAC systems. We asked them to please spray down the dirt, but Salt Lake City will not allow Eckman to tap into their water system. We have, therefore, agreed to let them utilize our water for the time being. The water table

is high in the back lot, and they are hitting water about three feet under the surface. We are currently looking at different ways of resolving this issue.

3. Approval of the 16 January 2025 Minutes of the Board of Trustees:

The pending minutes of January's regular Board Meeting had been distributed to the Board Members previously, and no modifications to the draft minutes were necessary. Trustee Mooers made a motion to approve the 16 January 2025 Minutes of the Board of Trustees; the motion was seconded by Trustee Turner and carried unanimously.

4. Approval of the 19 December 2024 Public Hearing Minutes of the 2025 Proposed Tax Increase Hearing:

Last month, Trustee Mooers was concerned that the public comments were too lengthy in the Public Meeting Tax Hearing Minutes. The Trustees determined that public comments are to be more succinct, and staff was directed to summarize the public comment portions more concisely in the written minutes. Trustee Mooers commented that her recommended changes had been incorporated, and she made a motion to approve the 19 December 2024 Public Hearing Minutes of the 2025 Proposed Tax Increase Hearing. Her motion passed with all in favor after being seconded by Trustee Vickers.

5. Presentation of the January 2025 Financial Statements and Approval of Bills for Payment:

The Trustees had received copies of January's Financial Statements earlier in the week. CFO Fairbanks noted receiving rebates on PEHP health insurance and pesticides purchases as well as reimbursements for phase two expenses from the Local Building Authority. Transfers from the Capital Projects Fund for the bond payments had been made, and DSLASA's \$10,000 annual payment had been completed. Interest income of \$78,638.62 was distributed between the General Fund and Capital Projects Fund, and \$237,889.55 had been expended from the General Fund. All expenditures were presented, with special attention being paid to items over \$1,000.00. Documentation for the payments was reviewed when the checks were signed, and the credit card statements, supporting invoices/receipts for all payments, and Balance Sheets were made available for review. Trustee Mooers made a motion to approve the January 2025 Financial Statements and bills for payment; Trustee Turner seconded the motion, and it carried unanimously.

6. Discussion and Approval for Hiring a Part-time Payroll Assistant:

For several years, we have had some concern over the fact that we do not have a back-up plan for handling payroll and other office functions if CFO Fairbanks is unable to be in the office. Having more than one person available to perform these functions has become a priority, and Executive Director Faraji reached out to the Dean of the David Eccles School of Business at the University of Utah for recommendations. We also reached out to a prior SLCMAD Trustee, Todd Erskine, as well as an accountant, Laura Green, whom CFO Fairbanks had worked with when she performed CPA work for Cottonwood Heights Parks and Recreation. We conducted a few interviews, and we found that the accounting graduates and Mr. Erskine all required full-time employment, but Ms. Green agreed to learn our payroll system and was willing to assist us, when needed. The Trustees felt strongly that incidental work was not the best plan. It would be better to have Ms. Green work on a consistent basis each week in order to keep her training fresh and to provide duplicity on a wide variety of tasks that would enable the District to continue to function satisfactorily under any situation. Trustee Mooers made a motion to approve hiring a part-time employee to perform payroll / accounting duties for the Salt Lake City Mosquito Abatement District, with the pay rate to be determined by the Executive Director. Her motion passed with all in favor after being seconded by Trustee Turner.

7. Discussion and Approval for Purchase of Compound Microscope:

Assistant Director White explained the rationale behind securing a compound microscope: We have been utilizing a one-source system called DropVision (microscope, camera, software) to provide immediate data analysis of a droplet spectrum and to optimize the droplet size so we can ensure compliance with insecticide labels. The DropVision software and equipment require a microscope upgrade and service contract for maintenance of the platform. A \$24,000.00 quote for the equipment plus a \$1,200 annual software license fee were provided to the Trustees. Now ADrop, a free software package, is a competitor to DropVision, but it requires a specific microscope platform for its operation. We are also dissecting the midguts and ovaries of mosquitoes, and are in need to purchase a compound microscope that could enable dual service for droplet analysis as well as analyzing microscopic tissues. This particular model of microscope is not available for sale through any other channels at this time, thus rendering its availability as a sole source through Valent's agreements with the manufacturer. A \$14,363.64 quote was obtained from Valen Biosciences. Trustee Vickers moved approval of the purchase of a compound microscope to be used with the ADrop software. The motion was seconded by Trustee Turner, and it carried unanimously.

8. Discussion and Approval of Health Insurance Policy Edits:

CFO Fairbanks explained how cumbersome it had been filing the 1094-B and 1095 B Forms for the Affordable Care Act in past years. Now, PEHP has made

arrangements to complete this filing for all entities that amend their policies and procedures to allow them to do so. She provided two options for revising our Policies and Procedures: one version was detailed, and the other was more succinct. The Trustees read the options, reviewed the “Amendment to Employer Health Insurance Agreement”, and agreed that the more general option was preferred. Under 1 GENERAL POLICIES, B. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPPA), the following will be added to the Policies and Procedures after the first paragraph in that section: “SLCMAD will comply with all of the requirement stipulated in the “Amendment to Employer Health Insurance Agreement” signed 5 December 2024 with PEHP. PEHP will then fill out and electronically file all required reports under ACA Section 6055 and 6056 with the IRS.” Trustee Mooers moved to approve adding the health insurance policy edit option referring to the “Amendment to Employer Health Insurance Agreement” (quoted above). Trustee Vickers seconded her motion, and it was passed with all in favor.

9. Discussion and Approval for Filing of Conflict-of-Interest Disclosure Forms:

Executive Director Faraji put up on the screen and discussed a new bill that was passed last year, which went into effect this year. It requires all entities with a budget of \$10,000,000 or more to complete a Conflict-of-Interest Disclosure Form that was included in the Board Packet. Because this form requires a lot of personal information, Trustee Mooers moved that we obtain further information regarding the Conflict-of-Interest Disclosure Form requirements from our legal counsel and table the decision regarding the disclosure form until we have this guidance. Her motion was seconded by Trustee Vickers, and it carried unanimously.

10. Legislative Updates:

A legislative update by Ryan Lusty, the Utah Mosquito Abatement Association’s liaison to the Utah Association of Special Districts, was included in this month’s board packet. There was no need to discuss the issues in detail because the Trustees had already been provided the information. It was noted that the following bills will directly affect the District: HB 370 modifies the observation of 19 June, called Juneteenth National Freedom Day, to the previous Friday or the subsequent Monday if the 19th of June falls on a weekend. HB 351 eliminates Columbus Day as a State Holiday and, beginning 1 January 2026, establishes the first Tuesday after the first Monday in November as a State Holiday called Election Day. SB 50 eliminates the compensation limit for a member of a board of trustees of a limited purpose local government entity; a public hearing is required before implementing a proposed compensation increase. Our property tax receipts will be reduced if HB 428, increasing the property tax exemption from 45% of the value of a home to 50%, is adopted.

11. Report on Attended and Reminder/Approval of Upcoming Training/Meetings:

The Trustees had no comments or questions about the following Meetings:

- **Michigan MCA, 5-6 Feb 2025, Traverse City, MI**

Executive Director Faraji will be the Keynote Speaker for the Michigan MCA Conference in February.

- **West Central MVCA, 19-20 Feb 2025, Jackson, WY**

The annual RaPH VEC meeting will also be held during this conference.

- **American MCA, 3-7 Mar 2025, Puerto Rico**

The Trustees were invited to attend the AMCA conference this year.

- **New Jersey MCA, 19-21 Mar 2025, Atlantic City, NJ**

Executive Director Faraji will present on some projects/accomplishments our District has conducted since he left New Jersey in 2014.

- **EntSoc Pacific Branch, 30 Mar to 2 Apr 2025, SLC, UT**

The ESA-PAB meetings are being held in Salt Lake City this year. We will be hosting an open-house on Wednesday 2 April 2025.

- **PacVec, 2-4 Apr 2025, Davis, CA**

Nate Byers from the District will attend/present at this conference.

- **AMCA Washington Days, 12-14 May 2025, Washington DC**

Trustee Escamilla may also participate in this event.

12. Executive Director's Report:

Executive Director Faraji discussed the following items: 1) Two publications were added to the end of the Director's Report this month. Trustee Barth co-authored the publication depicting how managed honey bees face greater risk from parasites and pathogens than mosquito control insecticide applications. She was very instrumental in helping to change the language and theme of the paper. 2) A copy of the letter in response to tax increase concerns was sent to the West Side Coalition was given to the Trustees. 3) Assistant Director White has begun interviewing this year's seasonal applicants, and the Trustees were encouraged to send any possible applicants our way. 4) We had a sub-award grant from USDA through Iowa University, but we have received notice that this grant has canceled and we have been directed to cease spending immediately. 5) Executive Director

Faraji would like to have a meeting with the Commissioner of the Department of Public Safety to discuss cost sharing for a helicopter mechanic.

11. Probable Agenda Items for 27 March 2025 Board Meeting, 12:30 a.m.:

Trustee Barth asked Trustee Vickers, Vice-Chair, to run the March meeting because she will be out of town.

- Executive Director's Report
- Conflict of Interest Disclosure Form Update
- Construction Updates
- Personnel Updates
- Research Updates

12. Public Comment:

No public was present.

13. Adjournment:

Trustees Vickers and Turner made and seconded a motion to adjourn the meeting at 2:17 p.m., which passed unanimously.

Ary Faraji, Executive Director

Date

Neil Vickers, Vice-Chair 2025

Date