

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

Time: February 4, 2025, at 7 p.m.

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

Trustees present:	Kami Anderson Kirk Coombs Rex Nessen	Cory Bennion Thomas Jensen Nic Tree (phone)	Jacob Bodily Tamara Miner Les Wheatley	Linda Bourne Travis Nelson
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Trustees absent: Megan Armstrong, Boyd Bingham, Tim Heyder, Dave Jeffries, Sandra Nelson

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

1. Board Vice Chair Kirk Coombs called the meeting to order and welcomed those in attendance.
2. Board members recited the Pledge of Allegiance.
3. Tyson introduced Kami Anderson, the new board member from Honeyville.
4. Mark Thompson has been replaced on the board. Tyson commended Mark for his many years of service including many as board chair and presented him with a plaque.
5. A motion was made to approve the agenda.

Motion: Linda      Second: Travis      No discussion      Vote: Unanimous

6. The Oath of Office was administered to all trustees in attendance.
7. A motion was made to approve the minutes from the December 3, 2024 meeting.  
Motion: Travis      Second: Rex      No discussion      Vote: Unanimous
8. Tamara Miner reported that all financial transactions are in order. A motion was made to approve the internal audit and pay the bills.  
Motion: Rex      Second: Jacob      Vote: Unanimous

Discussion: Zion's bank no longer provides a copy of checks that have cleared. Several trustees said it is possible to request that check copies be included with the statement. Janet will call Zion's bank to request they be included.

9. Public Comment: None
10. Trustees signed required fraud risk documents (Ethical Behavior, Conflict of Interest). New trustees also filled out additional required paperwork including indemnification.

11. The election of officers for the next two years was conducted. A motion was made to open nominations.

Motion: Les      Second: Rex      Discussion: None      Vote: Unanimous

Candidates were nominated for each office, one at a time, and the board voted.

Travis Nelson was elected Chair, Linda Bourne Vice Chair, and Tamara Miner Secretary/Treasurer.

12. The District needs more available check signers. The following board members volunteered: Kami Anderson, Megan Armstrong, Cory Bennion, Jacob Bodily, Linda Bourne, Kirk Coombs, Thomas Jensen, Travis Nelson, and Tyson Packer. A motion to officially approve the check signers was forgotten; a motion and vote will be made in the April board meeting

13. Tyson proposed the sale of the following capital assets as determined by district policy: one 2009 Silverado 1500 truck, four 2023 Honda Rancher ATVs, one 2021 Honda Foreman ATV, one 2015 5 x 8 trailer, two 2010/2012 Clarke grizzly foggers, and one ATV jack. A motion was made to approve the disposal of the equipment mentioned.

Motion: Rex      Second: Les      Discussion: None      Vote: Unanimous

14. Assembly of an RFP committee is necessary to select an aerial larvicide contract. Jacob, Kirk, Linda, and Les agreed to evaluate the proposals and select a contractor. The meeting will be held late in March.

15. The electronic circuit board of the shop's Rotary brand 2-post lift has failed. As the lift is over 20 years old, the company is no longer making replacement parts or retro fit kits. A motion was made to buy a new 2-post lift.

Motion: Cory      Second: Rex      Vote: Unanimous

Discussion: While it is not one of the items budgeted for this year, it is used quite often and presents a significant safety issue. The motion was amended authorizing Tyson to purchase a new 2-post lift and sell the old lift as recommended by the repair company as it might still hold value to individuals not under OSHA guidelines.

16. Tyson presented recommended changes to the BEMAD Policies and Procedures. A copy of the items edited is attached. A motion was made to approve the changes discussed to the District Policies and Procedures.

Motion: Rex      Second: Jacob      Vote: Unanimous

Discussion: miscellaneous clarifying comments

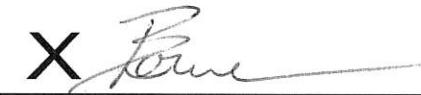
17. Tyson presented the 2024 Annual Report. A copy is available for review in the BEMAD office.

18. Motion to adjourn @ 8:20 p.m.  
Motion: Travis Second: Tamara

No Discussion

Vote: Unanimous

19. **Next Meeting: April 1 @ 7 p.m.**

A handwritten signature consisting of a large 'X' followed by the name 'Tamara' in cursive script, all written over a single horizontal line.

Board Member