

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

Time: June 3, 2025, at 7 p.m.

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

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

Trustees absent: Boyd Bingham

Others present: Tyson Packer – Director, Jon Nelson – Assistant Director, Seth Anderson – Field Supervisor, Janet Karren – Administrative Assistant, Katie Giddens – Child Richards CPAs & Advisors

1. Board Chair Travis Nelson called the meeting to order and welcomed those in attendance.
2. Board members recited the Pledge of Allegiance.
3. A motion was made to approve the agenda.
Motion: Kirk Second: Linda No discussion Vote: Unanimous
4. A motion was made to approve the minutes from the April 1, 2025, meeting.
Motion: Rex Second: Tim No discussion Vote: Unanimous
5. The Oath of Office was administered to all board members who had not previously taken it.
6. Tamara Miner reported financial transactions and statements are in order. A motion was made to approve the internal audit and financial statements.
Motion: Rex Second: Sandra No discussion Vote: Unanimous
7. Public Comment: None
8. Katie Giddens from Child Richards CPAs & Advisors completed our 2024 audit. She reported her research and observations to the board, and there were no findings. The complete report is available upon request. A motion was made to accept the auditor's report.
Motion: Tim Second: Kirk No discussion Vote: Unanimous
9. A motion was made to accept the certified tax rate to be provided by the county with Tyson to be appointed as the authorized agent to allow him to accept the tax rate online.
Motion: Kirk Second: Tamara No discussion Vote: Unanimous
10. An RFP committee comprised of Linda, Les, Kirk, and Jacob met to evaluate contracts submitted for the 2025 aerial larvicide contract. Since there was only one submission, attention was given to making sure it meets our needs. The five-year contract was awarded to Airmotive.

11. Several board members met to determine the district's 2025 fraud risk score. Tim, Thomas, Linda, Les, Kirk, and Jacob met with Tyson and Janet on April 7 and went through the process of examining and scoring each of the items on the assessment. Our final score was 345, which is in the 'Low Risk' ranking. A 'Very Low' score is unobtainable unless the district has a full-time accountant on staff.

12. One of BEMAD's seasonal employees had an accident west of Corinne. As a result, an ATV and trailer were totaled. There was damage to the truck as well, but it was minor. Tyson contacted the board chair and Utah Local Governments Trust at that time. Since the ATV appeared to be totaled, the decision was made to purchase a replacement.

A motion was made to approve the retroactive purchase of a new ATV to replace the totaled one.
Motion: Les Second: Linda Vote: Unanimous

Discussion: Board members discussed putting cameras in the district's vehicles and amending the policy to check work phones for activity at time of accident and requiring a mandatory drug test for any employee involved in an accident. Tyson also mentioned the district could pay \$1,250 to keep the totaled ATV for spare parts.

A second motion was made to accept the full insured value of the ATV offered by the insurance company rather than purchase it back for parts.
Motion: Les Second: Sandra Vote: Unanimous

Discussion: Board members discouraged keeping the totaled ATV for parts.

13. The trailer involved in the accident was approved to be sold next year. The district will keep and use the trailer that was approved to be sold this year and sell it next year instead. A motion was made to first try to sell the totaled trailer through Govdeals.com. If it doesn't sell, Tyson is then authorized to scrap it.

Motion: Linda Second: Rex Discussion: See Above Vote: Unanimous

14. Tyson gave the Director's report.

- He discussed the status of the drone/COA and how drone operations are going.
- The spring hatch-off is in progress, and the district is receiving lots of calls.
- The awning project is in progress.
- Utah Local Governments Trust hired an appraiser to re-evaluate our building. His evaluation increased the value of our building by 17.84%.

15. A motion was made to adjourn.

Motion: Sandra Second: Tim No discussion Vote: Unanimous

16. Next meeting: August 5, 2025, at 7 p.m.



Board Member