

**Minutes of the
Summit Mosquito Abatement District Board Meeting
October 14, 2025**

The regular board meeting for Summit Mosquito Abatement District was convened on October 14, 2025 at 5 p.m. in the District's board room. Those present were DelRay Hatch, Roger Crittenden, Troy Dayley, Trevor Hale, Gaylen Pace, Sue Pollard, Jason Richins, Brenz Staples, and Bryan Stephens. Bill Connell and David Darcey attended the meeting electronically. Greg Averett and Trevor Clegg were excused from the meeting.

Action Items

Minutes from the August 12th Board Meeting

The minutes for the August 12th board meeting were sent to members prior to the meeting for their review. With no corrections or additions, Trevor H. made the motion to approve the minutes for the August 12th regular board meeting, and Roger seconded. The motion passed unanimously.

Expenses for August and September 2025

With no questions or concerns from board members regarding the expenses, Roger made the motion to approve the expenses for August and September 2025, and Gaylen seconded. The motion passed unanimously.

Year-to-date 2025 Budget

To follow-up on the budget discussed from last meeting, the manager indicated that this year's budget would come in close to targeted projections, with little overage that could be transferred into the capital account. The manager noted that the expenses are close to final for the year. There will be a few other expenses as we close the year up, most notably in the areas of "payroll", "utilities", and the "CRA deduction". With no questions or concerns from board members, Jason made the motion to approve the 2025 YTD budget and Gaylon seconded. The motion passed unanimously.

Tentative 2026 Budget

The manager presented the 2026 tentative budget to board members. He indicated that the budget line-items had been revised to reflect projections that are closer in line with the actual expenditure based on 2025 data. The manager then reviewed each line item to inform board members where decreases or increases had occurred. David asked the manager if he had any concerns with decreasing any line-item amounts in the budget. The manager's biggest concern is in the area of payroll. He also indicated that the budget amount for chemical is tight because the cost for chemical rises each year, and at this point the percent increase is not known. David then asked about the expected revenue for interest on funds deposited with the PTIF. The manager responded that interest would need to be separated into the amount earned by each fund, the general fund and capital fund. Interest income for the general fund—an anticipated amount of \$41,000—will only be included in the budget. David also wondered if tax revenue was expected to increase. The manager answered that the District's tax rate decreased, which lowered revenue, but the District will receive revenue from new growth. This leads to an anticipated revenue amount equal to that received in 2025. Trevor H. asked about the decrease in the budget amount for payroll and how this would impact staffing. The manager and assistant manager explained that this will most likely mean that the District will have one to two fewer employees, and would change how employees are deployed in the field and treatment methods. Troy made the motion to improve the 2026 tentative budget, and Trevor H. seconded. The motion passed unanimously.

2026 Capital Expense Budget

Regarding previous discussions about the capital expense budget, the manager has trimmed the budget to facilitate savings for its new facility by removing amounts for trucks and ATV purchases, and the purchase of a new ATV trailer. The manager indicated one capital expense that will be needed is the purchase of new iPads for field surveillance use. The manager also removed the amount budgeted for WNV equipment. Until the new facility is complete, the District will outsource testing to the state lab. He indicated that he would also be increasing the emergency larvacide/adulticiding treatment amount from \$50,000 to \$100,000. With no questions

from board members, Gaylen made the motion to approve the 2026 capital expense budget. Sue seconded, and the voting was unanimous in the affirmative.

Follow-up Items

A/E Services RFQ for new facility

The manager provided the board with a copy of the interlocal service agreement that outlines leasing terms that the District has with Summit County. The agreement details that the District has a 24-year lease with the county starting in August 2007 with the ability to renew the lease for three, two-year increments. This means that the District has about 6 years left on its lease and can renew that lease for another 6 years. With this context, the manager presented a sample RFQ that the District could use to gather qualifications from various companies that could provide architectural and engineering services. This RFQ is based on what was used by the Cache Valley MAD, which is similar in size and scope to our District. Troy wondered if now is the time to issue the RFQ if the District decides not to move forward with a new facility in the near term. Trevor pointed out that one option is for the District to begin progressing with a new facility, but doing so in stages as funding is obtained or becomes available. So, issuing a RFQ now would be warranted. Troy then discussed if the facility is built in stages that the District could reissue an RFQ for each stage of the building process. Board members will review this new RFQ to see if it adequately addresses the issue needed for discovery from companies through this process.

UMAA 2025 Annual Meeting

The manager finalized the list of board members who would be attending the UMAA Annual Meeting that will be held on October 27th, 28th, and 29th at the Sheraton Hotel in Park City. They include Jason, Gaylen, Roger, Troy, Bill, Trevor, the manager, and assistant manager. The trustee meeting will start on Monday at 1 p.m. with the presentations to start on Tuesday at 8 a.m.

Discussion Items

Board Member Training

The manager asked that those board members not attending the UMAA annual meeting log on to the state auditor's office website and complete the trustee training there. The manager will email out the website.

Field report

The assistant manager reported on the end-of-year field activities. He indicated that, this year, most employees had left the District to return to school by the middle of August. He reported that there was a slight uptick in the number of mosquitoes because of the warmer weather that prevailed throughout September. He provided board members with a spread sheet showing the amount of chemical that was used throughout the year. He did say that there was enough product left over from this year to kick off the 2026 season.

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 147 mosquito pools to the state lab for testing; to date, there have been no pools report positive for WNV. He did indicate that there was a positive WNV report on a horse in Hoytsville. He reported that there were 552 positive pools throughout the state that reported for WNV. Of the counties that test for WNV, only Summit and Rich counties had no mosquito pools report positive. Further, there were 48 people who reported positive for WNV with 3 deaths.

Next Board Meeting

The next board meeting and budget hearing will be held on Tuesday, December 9th.

Sue made the motion to adjourn the meeting at 6:10 p.m.