



## Weber Mosquito Abatement District

Keith Hill, Director  
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**The Board of Trustees of the Weber Mosquito Abatement District, Utah, met in public session December 8, 2025, at 6:09 pm, immediately following the Public Hearing at the District office located at 505 West 12<sup>th</sup> Street, Ogden, UT 84404. The meeting was called to order by Board Chair Steve Gibson. On roll call the following members were found to be present:**

**Director Keith Hill**  
**Assistant Director Taylor Anderson**  
**District Clerk Becky Bowcutt**  
**Board Chair Steve Gibson**  
**Vice Chair Gordon Cutler**  
**Larry Hope**  
**Katie Williams**  
**Jim Harvey**  
**Cindy Cox**  
**Artie Powell**  
**Ann Jackson**  
**Dee Christoffersen**  
**Carey Seal**  
**Ryan Barker**  
**Sallee Orr**

Trustees Grover Wilhelmsen, Bart Stevens, Jed Jenkins, and Kaden Doutre were excused.

Bryan Baron, the District's Contract Attorney, was present.

**Welcome and Public Comment.** Trustees were welcomed to the December 8, 2025 Board Meeting.

**Approval of November 10, 2025, Board Meeting Minutes.** A motion to approve the board meeting minutes of November 10, 2025, was made by Trustee Cindy Cox, seconded by Trustee Carey Seal. Motion passed unanimously.

**November Budget Report.** Director Keith Hill reviewed the Monthly Budget Report. General Fund Expenditures in November totaled \$113,379.77 with no additional expenses from Capital Expenditures. YTD expenses are at 86%. The Public Treasurer's Investment Fund balance is \$1,103,202.30. The Bank of Utah checking account balance as of November 28, 2025, totaled \$179,817.31. To date, the America First CD statement has not been received.

**Approval of the Monthly Bills for November.** The Board proceeded to discuss the monthly bills. Keith explained check #20131 totaling \$2,740.99 to Verizon which includes nine iPads to replace the original iPads purchased in 2013 and check #20133 to Burt Brothers Tire & Service in the amount of \$2,183.92

for two new sets of tires. A motion to approve the monthly bills for November was made by Trustee Carey Seal, seconded by Trustee Artie Powell. Motion passed unanimously.

**Director's Performance Review and Possible Merit Increase.** A committee consisting of Board Chair Steve Gibson, Trustees Larry Hope, Artie Powell, Sallee Orr and Grover Wilhelmsen met at the District office November 17, 2025 at 3:30 pm to conduct the annual Director's Performance Evaluation. The committee spoke highly of Director Keith Hill and were incredibly pleased with his performance and the knowledge and morale he has brought to the District. Director Hill was able to accomplish many achievements throughout 2025 that impressed the committee. Keith was able to hire an additional employee with UAV & GIS experience, re-surface the parking lot at the District, and successfully address any concerns raised by the Board while adequately addressing public relations. The committee set new goals for Keith in 2026 which included installing railing along the ADA sidewalk to the front entrance, updating the fish hatchery, and addressing the landscaping. The committee recommended to the board that Director Keith Hill receive the 3.0% COLA in 2026 with an additional 3% merit for a total of a 6% wage increase in 2026.

**Approve/Disapprove: 2025 Budget Amendments.** Trustee Dee Christoffersen made a motion to approve the 2025 Budget Amendments as presented in the Public Hearing, seconded by Trustee Katie Williams. Motion passed unanimously. Resolution 12/8/25 #1 adopted.

**Approve/Disapprove: 2026 Budget.** Trustee Ann Jackson made a motion to approve the 2026 Budget with a 3.0% COLA for 2026, motion seconded by Trustee Carey Seal. Resolution 12/8/25 #2 adopted.

**Approve/Disapprove: 2026 Board Meeting Schedule.** Director Keith Hill presented the 2026 Meeting Schedule to the Board of Trustees of the Weber Mosquito Abatement District. Monthly Board Meetings are held the second Monday of every month at 6:00 P.M. at the District office. A motion to approve the 2026 Board Meeting Schedule as presented was made by Trustee Jim Harvey, seconded by Trustee Cindy Cox. Resolution 12/8/25 #3 adopted. Motion passed unanimously.

**Fraud Risk Assessment.** The Board proceeded to discuss the Fraud Risk Assessment. Overall, the total points earned were 375/395, presenting a very low risk level. The Fraud Risk Assessment must be submitted to the State Auditor's Website within 180 days of the year end date.

**Approve/Disapprove: Data Privacy Policy.** Bryan Baron, the District's Contract Attorney, has been diligently working on the Data Privacy Policy for the District. The policy must be in place by January 2026. After a brief discussion, Trustee Ann Jackson made a motion to accept the Data Privacy Policy as written, seconded by Trustee Cindy Cox. Motion passed.

**Legal Services Review.** Bryan Baron is currently the District's Contract Attorney, contracted at a rate of \$14,400 annually since 2019. Legal Services include providing legal advice to the District, attending District board meetings, trainings, and public hearings, provide HR support on hiring, termination, or disciplinary actions, review and draft policies, review and draft contracts, and conducting training for the board from time to time. Previously Weber MAD contracted with Weber County at a rate of \$20,000 annually. After a brief discussion, it was determined by the board that the District continue to retain Bryan Baron.

**Director's Report.** Trustees were wished a Merry Christmas and a Happy New Year.

**Adjourn.** A motion to adjourn was made by Trustee Carey Seal, seconded by Trustee Artie Powell. Motion passed. The meeting adjourned at 6:58 pm.

Attested \_\_\_\_\_ Date \_\_\_\_\_