

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

Time: March 3, 2026, at 7 p.m.

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

Trustees Present	Cory Bennion Debbie Bratner Matt Jensen Sandra Nelson	Boyd Bingham Tim Heyder Thomas Jensen Travis Nelson	Jacob Bodily Melanie Hunsaker Kyler Mecham Kelly Nokes	Linda Bourne Codey Illum Tamara Miner Nic Tree
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Trustees present via phone: Rex Nessen

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

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 accept the agenda.  
Motion: Linda                      Second: Sandra                      No discussion                      Vote: Unanimous
4. A motion was made to approve the minutes from the December 2, 2025, meeting.  
Motion: Linda                      Second: Kelly                      No discussion                      Vote: Unanimous
5. Tamara Miner reported on the financial statements. A motion was made to accept the internal audit and financial statements and pay the bills.  
Motion: Sandra                      Second: Kelly                      No discussion                      Vote: Unanimous
6. Public Comment: No members of the public were present.
7. Six new board members, Debbie Brantner, Melanie Hunsaker, Codey Illum, Matt Jensen, Kyler Mecham, and Kelly Nokes were introduced, and the Oath of Office was administered to all board members. Tyson gave a very brief history and overview of the district.
8. Board members were asked to sign annual Fraud Risk Documents (ethical behavior and conflict of interest, and the indemnification agreement for new members).
9. A motion was made to appoint Cory Bennion, Jacob Bodily, Linda Bourne, Thomas Jensen, Matt Jensen, Kyler Mecham, Sandra Nelson, and Travis Nelson as check signers. Tyson Packer was also given authorization to sign checks.  
Motion: Tim                      Second: Debbie                      Minimal Discussion                      Vote: Unanimous

10. The Box Elder County attorney and Utah Local Governments Trust both recommend having an attorney for two particular situations: employee policies/procedures and lawsuits. A motion was made to engage an attorney to review the district's policies and procedures manual.

Motion: Linda                      Second: Tim                      Vote: Unanimous

Discussion: The district has access to the Utah Local Governments Trust attorneys whose services would be available at a discounted rate. The board should select an attorney with particular knowledge of special districts to review the district's policies and procedures. Despite the cost, board members felt the entire employee policies and procedures manual should be reviewed this year to address evolving issues rather than spreading it out over a couple of years. The firm Fabian Van Cott with attorney Rachel Anderson was recommended to Tyson.

BEMAD has not been involved in any lawsuits thus far. The suggestion was made to add a budget line item for legal counsel in the future, but no action was taken at this time.

11. The current adopted purchasing policy does not contain a set maximum over which purchases may be made without board approval. The board authorized the district director to spend up to \$2,000 without board approval. A motion was made to amend the policy with that dollar amount.

Motion: Kelly                      Second: Jacob                      Minimal Discussion                      Vote: Unanimous

12. The Elkay drinking fountain in the building is having issues. It was installed at the time the building was built, and the compressor no longer cools the water. A motion was made to install a new, up-to-date water fountain with a purchasing limit of \$2000.

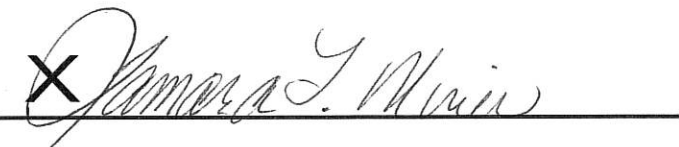
Motion: Linda                      Second: Tim                      Minimal Discussion                      Vote: Unanimous

13. Tyson presented the 2025 Annual Report to the board reviewing pertinent information. Airmotive, the airplane larviciding company that the district has contracted with in the past, is no longer providing that service. Tyson is in the process of hiring seasonal workers for the upcoming season. Most of the candidates are previous employees. Four ATVs have been purchased and outfitted, and chemical has been delivered.

14. A motion was made to adjourn.

Motion: Kelly                      Second: Tamara                      Discussion: None                      Vote: Unanimous

Next Meeting: April 07, 2026

  
Board Member