

**Minutes of the
Summit Mosquito Abatement District Board Meeting
April 14, 2026**

The regular board meeting for Summit Mosquito Abatement District was convened on April 14, 2026 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, Brenz Staples, and Bryan Stephens. Trevor Clegg and David Darcey attended the meeting electronically.

Action Items

Minutes from the February 10th Board Meeting

The minutes for the February 10th board meeting were sent to members prior to the meeting for their review. Gaylen indicated that "February meeting" be changed to "December meeting" under the heading *A/E Services RFQ for new facility*. With no other corrections or additions, Sue made the motion to approve the minutes for the February 10th board meeting, and Gaylen seconded. The motion passed unanimously.

Expenses for February and March 2026

Gaylen wondered about the credit from Quickbooks in the amount of \$1,266.62 made to the account on March 19th. The assistant manager explained that there was a billing error from Quickbooks and this was a reversal of the charge. With no other questions or concerns from board members, Troy made the motion to approve the expenses for February and March 2026, and Gaylen seconded. The motion passed unanimously.

Year-to-date 2026 Budget

Board members reviewed the year-to-date 2026 budget. Board members reviewed the amounts that the District has on deposit through Utah's PTIF, which is about \$1.3 million in the general fund and \$2 million in the capital fund. Gaylen asked about the PTX-MSQ line-item on the statement. The manager indicated that this is a tax deposit from the county. Regarding the year-to-date budget, Sue asked about the amount of \$2,730 that has been spent so far this year under "Office Expense." The manager pointed out that the majority of this amount is for the District subscription to Quickbooks accounting and payroll services. The expense, the manager indicated, was for salaries. With no other questions or concerns from board members, Gaylen made the motion to approve the year-to-date 2026 budget, and Roger seconded. The motion passed unanimously.

2026 Ethical Behavior Agreement

In conjunction with the Fraud Assessment Survey that the District is required to submit each year to the state auditor's office, the manager distributed the 2026 Code of Ethical Behavior Agreement for each board member to review and sign. The manager will keep each board member's signed agreement on file. Those who were present at the District's office for the meeting completed an Ethical Behavior Agreement. Marilyn will follow up with those who attended electronically or who did not attend to get the agreement signed and returned.

Discussion Items

Annual Training on Utah's Open Meeting Act

The board received the required annual training on Utah's Open and Public Meeting Act (OMA). The manager used materials developed by the Summit County Attorney's Office to deliver the training. Topics covered during the training included:

- The purpose of the OMA
- Who is subject to the law?
- The definition of a "meeting"
- Closed meetings: reasons for closing or not closing a meeting
- Notice requirements
- Emergency meetings
- Records of meetings
- Violations of the OMA

2026 UMAA Spring Workshop

The assistant manager informed the board that the UMAA spring workshop will be held on Friday, May 8th at the Salt Lake City Mosquito Abatement District facility. The assistant manager said that he will be taking about eight employees to the event, but any of the board members is also invited to attend if they would like. It will start at 8 a.m. He also informed the board that the UMAA annual meeting (held in October) will most likely take place in Ogden.

2026 Season Outlook and Issues

The assistant manager said that he has already been out in the field, finding a few larvae here and there. Because of the warmth early on, he said that some people have contacted the District indicating that they have seen flyers. He commented on the dry conditions, saying that most of the water that he has found has been the Woodland and Park City areas. He also noted that, at this point, reservoirs were only about 50 percent of capacity and weren't expected to fill. He said that everyone has been hired for the year with this year's staffing being down about two from last year. One of the employees, Allison Elms, has a degree in laboratory science and will be working part time in the lab and part time in the field; thus, larvae speciation will continue. He also hired Tyler Hirzel. The assistant manager showed board members the new sprayer that the District has purchased. It is electric-powered and can be used for oiling and doing barrier sprays. He has tested it and says it works well. He also talked with Owen Pentz who said that he will still be available to handle drone treatments for the District. He also started an Instagram page where the District can publish education material for the public to access.

The manager informed board members that the District will be looking for a new vendor to handle truck maintenance and tire services to replace Burt Brothers.

Next Board Meeting

The next board meeting and rate hearing will be held on Tuesday, June 9th.

Gaylen made the motion to adjourn the meeting at p.m.