**South Salt Lake Valley Mosquito Abatement District**

**Board Meeting Minutes**

**April 12, 2021 at 2:00pm**

The Board of Trustees of the South Salt Lake Valley Mosquito Abatement District, Salt Lake County, State of Utah, met in an electronic board meeting via Zoom with an anchor location established at the District offices at 7308 Airport Road, West Jordan, Utah.

The following board members were present: Jeff Bossard (Brighton), Tali Bruce (Cottonwood Heights), Tish Buroker (Riverton), Silvia Catten (Millcreek), Don Christensen (West Valley), Gene Drake (West Jordan), Paul Fotheringham (Holladay), Jeff Gaston (Bluffdale), Brad Gilson (Draper), Paul Glover (Midvale), LeAnne Huff (South Salt Lake), Kristie Overson (Taylorsville), Linda Price (White City), Florence Reynolds (Sandy), Ilene Risk (Salt Lake County), Steve Shields (Herriman), and Laverne Snow (Murray).

The following board member was absent: Tamara Zander (South Jordan).

Also attending were Brian Hougaard, Eric Gardner, and Kassie Draper.

1. Welcome. Price duly called the meeting to order and welcomed everyone.
2. Citizen Comments. No members of the public wished to comment.
3. Board Conflicts of Interest Disclosures. No board members had any agenda conflicts to disclose.
4. Approve Minutes. Snow moved to approve and adopt the March minutes. Glover seconded the motion. The motion carried with all in favor (Drake, Fotheringham, and Huff were absent for vote).
5. Quarterly Financial Review. Hougaard presented first quarter account statements, balances, and outstanding liabilities.
6. Employee Handbook Review. Hougaard shared the attorney’s response after her review of the manual. Glover moved to adopt the amended Employee Handbook. Bossard seconded the motion. The motion carried with all in favor (Drake, Fotheringham, and Huff were absent for vote).
7. Trustee By-Laws Review. Hougaard reviewed changes to the By-Laws. Snow and Christensen suggested a few edits. Huff moved to adopt the amended Trustee By-Laws. Christensen seconded the motion. The motion carried with all in favor.
8. Conditions of the District. Hougaard reported on the following items.

* District Activities include bike and trap maintenance, policy reviews and adjustments, GIS testing, mosquito inspection and treatment, service requests, seasonal employee orientation and training, and annual financial audit.
* Manual/Policy Review. The Procedures Manual will be emailed to review prior to next Board Meeting.
* Upcoming Conferences
  + UMAA Annual Meeting – October 24-26 (Park City)
  + UASD Annual Conference – November 3-5 (Provo)
* Safety Report. One minor first aid incident was reported.

1. Board Member Items for the May 10th Meeting. Hougaard mentioned including a discussion about the logistics of future Board meetings on the agenda.
2. Approve Bills. The bills were presented for approval and payment. Fotheringham moved to pay the bills. Overson seconded the motion. The motion carried with all in favor (Bossard left prior to the vote).
3. Adjourn. Shields moved to adjourn, and meeting was adjourned at 2:31pm.