**South Salt Lake Valley Mosquito Abatement District**

**Board Meeting Minutes**

**November 8, 2021 at 2:05 pm**

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: Tish Buroker (Riverton), Silvia Catten (Millcreek), Don Christensen (West Valley), Gene Drake (West Jordan), Paul Fotheringham (Holladay), Jeff Gaston (Bluffdale), Brad Gilson (Draper), LeAnne Huff (South Salt Lake), Kristie Overson (Taylorsville), Linda Price (White City), Florence Reynolds (Sandy), Ilene Risk (Salt Lake County), Steve Shields (Herriman), Laverne Snow (Murray), and Tamara Zander (South Jordan).

The following board members were absent: Jeff Bossard (Brighton), Tali Bruce (Cottonwood Heights), and Paul Glover (Midvale).

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 were in attendance.
3. Board Conflicts of Interest Disclosures. No board members had any agenda conflicts to disclose.
4. Approve Minutes. Risk moved to approve and adopt the October minutes. Snow seconded the motion. The motion carried with all in favor (Fotheringham was absent for the vote).
5. UMAA Annual Conference Review. Risk, Gardner, Draper and Hougaard attended the meeting and commented on the conference presentations and in-person conversations.
6. UASD Annual Convention Review. Price, Christensen, Snow, Risk, Draper, Gardner, and Hougaard attended the meeting and commented on the conference presentations and in-person conversations.
7. 2022 Tentative Budget. The tentative budget was provided in advance for review. Hougaard reviewed adjustments in the 2022 Tentative Budget, and proposed staff and salary changes. Hougaard explained all the role and title adjustments. Gaston proposed maximizing pay for the District Manager with support from others. Hougaard thanked the board but agreed with Catten who suggested delaying that increase until next year. Buroker inquired about how salary ranges are determined and expressed concerns about employee retention in the current employment market. Fotheringham moved to approve the 2022 Tentative Budget, including salaries as presented. Buroker seconded the motion. The motion carried with all in favor.
8. Conditions of the District. Hougaard reported on the following items.

* District activities this past month include performance evaluations, preparing budgets, attending conferences and training, reviewing the 2021 season, writing the annual report, winterizing/maintaining the facility and equipment, setting winter goals, giving school presentations, and 3D printing.
* 2022 Conferences
  + AMCA Annual Conference – Feb 28 – Mar 4, Jacksonville, FL.
  + UMAA Annual Meeting – October 23-25, Park City, UT.
  + UASD Annual Conference – November 2-4, Layton, UT.
* Board Members should complete their required annual training this month prior to the Audit Committee Meeting conducting the Fraud Risk Assessment.
* Safety Report. There were no incidents this past month.

1. Board Member Items for the December 13th Public Hearing/Board Meeting. Price reminded the Board of the 6pm time difference due to the public hearing requirements. A return to in-person meetings will be discussed along with approval of the 2022 Board Meeting Schedule.
2. Approve Bills. The bills were presented for approval and payment. Catten moved to pay the bills. Overson seconded the motion. The motion carried with all in favor.
3. Adjourn. Fotheringham moved to adjourn, and meeting was adjourned at 3:04 pm.