**South Salt Lake Valley Mosquito Abatement District**

**Board Meeting Minutes**

**June 13, 2022 at 2:00pm**

The Board of Trustees of the South Salt Lake Valley Mosquito Abatement District, Salt Lake County, State of Utah, met in a regular board meeting at 7308 Airport Road, West Jordan, Utah. Electronic participation was also permitted via Zoom

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

The following board members were absent: Doug Petersen (Cottonwood Heights) and Tamara Zander (South Jordan)

Also attending were Brian Hougaard, Kassie Draper, and Dan McBride.

1. Welcome. Price duly called the meeting to order and welcomed everyone.
2. Citizen Comments. No members of the public were present to comment.
3. Board Conflicts of Interest Disclosures. No board members had any agenda conflicts to disclose.
4. Approve Minutes. Overson moved to approve and adopt the May minutes. Drake seconded the motion. The motion carried all in favor (Buroker and Shields absent from the vote).
5. New Board Member Oath of Office. McBride dictated the oath of office, and Brewer was sworn in as the newly appointed Board Member representing Holladay
6. 2021 Financial Audit Report. Snow, speaking on behalf of the Audit Committee, introduced the Audit Report. Snow praised the work of the staff and the Executive Committee's work with the financials through 2021. Erin Winterton, CPA, presented the 2021 Financial Statements and Audit Report and took questions and comments.
   1. Brewer asked how long the process took. Erin Winterton commented that the process was long.
   2. Erin Winterton commented that the Board does well in implementing preventative measures against fraud.
   3. Snow commented that prior findings against the District had been fixed with the hard work of Board members and staff in implementing a division of labor. Snow also commented that the Board has the opportunity to review all transactions of the District each month.

Snow, on behalf of the Audit Committee, recommended accepting the report. Huff moved to approve the 2021 Financial Statements and Audit Report. Bossard seconded the motion. The motion carried with all in favor.

1. 2022 Certified Tax Rate – Resolution #22-01. Brewer moved to approve Resolution #22-01, adopting the 2021 certified tax rate. Christensen seconded the motion. The motion carried with the following vote:

**AYE:** Bossard, Brewer, Buroker, Catten, Christensen, Drake, Gassen, Gilson, Glover, Huff, Overson, Price, Reynolds, Risk, Shields, Snow,

**NAY:** None

**ABSTAIN**: None

**ABSENT**: Petersen, Zander

1. Purchasing Policy Review- Hougaard presented the Purchasing Policy for discussion, having no edits from staff. Hougaard explained that the policy is based on a template by the Utah Association of Special Districts and that a potential new template is in the works.
   1. Price asked how specific contracts with purchasing pesticides work. Hougaard explained that the Utah Mosquito Abatement Association does the bidding through the state purchasing contract.
   2. Hougaard also explained that each purchase is approved in the budget, and he acts as the Purchasing Officer.
   3. Reynolds asked if there was an option to purchase outside the state contract. Hougaard explained that there is an option to acquire an outside state contract.

The Board had no additional edits or concerns. Risk moved to adopt the policy as presented. Catten seconded the motion. The motion carried with all in favor.

1. Conditions of the District. Hougaard reported on the following items.
   1. Mosquito-borne diseases. No statistics to report yet for 2022. West Nile virus testing has begun.
   2. Mosquito Control numbers through May include 22 acres treated, 833 mosquitoes caught in traps, and 13 service requests. With the ongoing drought, usual mosquito sources are drier this year
   3. Upcoming Conferences are expected to be in-person this fall.
   4. UMAA Annual Meeting – October 23-25 (Park City)
   5. UASD Annual Conference – November 2-4 (Layton)
   6. Cyber Security. A phishing scam was perpetrated by an unknown party posing as Linda Price. Hougaard asked if there were comments regarding this attempted scam.
      1. Overson stated that in her city, she receives training yearly.
      2. Shield stated that most employers and cities would do some training, but we might look into additional online training for those that feel they need it. Shields also commented that phishing and scams are evolving with some sophisticated attempts.
      3. Hougaard commented that he had contacted the State Attorney General.
      4. Reynolds commented that she had only recently been aware that the contact information for the Board members was readily available on the Utah transparency website.
      5. Catten explained that any response to phishing scams could be problematic, so the best option is not to respond.
   7. Safety Report. There was one close call and one worker's compensation incident.

1. Board Member Items for the July 11th Meeting. No additional agenda items were requested.
2. Approve Bills. The bills were presented for approval and payment. Drake moved to pay the bills. Snow seconded the motion. The motion carried with all in favor.
3. Adjourn. Brewer moved to adjourn, and the meeting was adjourned at 2:52 pm.