**South Salt Lake Valley Mosquito Abatement District**

**Board Meeting Minutes**

**November 14th, 2022, at 2:00 pm**

The Board of Trustees of the South Salt Lake Valley Mosquito Abatement District, Salt Lake County, State of Utah, met in person at the District offices at 7308 Airport Road, West Jordan, Utah. A link through Zoom was also established with the anchor location of the District Offices. Members of the public were encouraged to participate through the Zoom link.

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

The following board members were absent: Tamara Zander (South Jordan)),

Also attending were Brian Hougaard and Dan McBride.

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. Catten moved to approve and adopt the July minutes. Glover seconded the motion. The motion carried with all in favor. (Brewer, Bossard, Gilson, Gaston, and Shields are absent from the vote)
5. UMAA Annual Conference Review. Risk, Buroker, Reynolds, Christensen, McBride, and Hougaard attended the meeting and commented on the conference presentations and in-person conversations.
6. UASD Annual Convention Review. Price, Christensen, McBride, and Hougaard attended the meeting and commented on the conference presentations and in-person conversations.
7. 2023 Tentative Budget. The tentative budget was provided in advance for review. Hougaard reviewed adjustments in the 2023 Tentative Budget and proposed staff and salary changes.
	* Reynolds asked about the General Fund Balance and why it was low. Hougaard explained that most revenues are not received until November and December
	* Price questioned why the pesticide budget has not increased. Hougaard explained that currently, the District has a reserve inventory that will allow The District not to have to purchase as much pesticide. Peterson asked about shelf-life, and Hougaard explained that the District stores its pesticide in a dedicated space and that it will last for 3-4 years.
	* Hougaard reviewed the Capital Projects budget and explained areas of increase, including technology changes for the bike crew, vehicle purchasing, and landscaping projects for the back portion of the property. Reynolds asked if the District has plans to go “electric.” Hougaard explained that there are no plans for an “electric” upgrade to vehicles, but it is possible in the future for some vehicles.
	* Hougaard reviewed the 2023 proposed salaries. Hougaard explained that Kimberly Barton from Barton HR group did a salary survey for the District’s employees. Snow asked if the evaluation committee (those Board Members who conducted Hougaard’s performance evaluation) had a recommendation on Hougaard’s 2023 salary. Price explained that out of 5 possible points, Hougaard scored a 4.7. Reynolds commented that it would be inappropriate not to make a salary adjustment. Price and Peterson agreed. Catten explains that during the performance evaluation, the evaluation committee chose not to discuss specifics on salary. Catten further stated that she believes that Hougaard deserves the total adjustment, and if the concern is that it would set a precedent for future management hiring, it does not concern her as the Board can react to economic situations. She further stated that Hougaard has been in his position for a long tenure, and those salary adjustments have been based on tenure. Gilson stated that Hougaard’s value to that District is made up for the value of the adjustment. Peterson noted that the increase is not outside what he saw in his city. Gaston stated that he believes Hougaard deserves the total salary adjustment and that it makes sense, given the economic situation. Bossard agreed and said that Hougaard’s worth to the District more than makes up for the monetary value. Brewer, Huff, and Glover also concur.

Peterson moves to approve the tentative budget and salary adjustments. Huff seconded the motion. The motion carried with all in favor.

1. 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 2022 season, writing the annual report, winterizing/maintaining the facility and equipment, setting winter goals, giving school presentations, and 3D printing.
	* The District is currently selling a vehicle, and if the Board knows of anyone interested, they should contact the District.
	* 2023 Conferences
		+ AMCA Annual Conference – Feb 27th- Mar 3rd, Reno, Nevada
		+ WCMVCA-February 7th-9th, St. George, Utah
		+ UMAA Annual Meeting – October 29th-31st, Snowbird, Utah
		+ UASD Annual Conference – November 8th-10th, Layton, UT.
	* Board Training Reminder-LeAnn Huff, Laverne Snow, Tamara Zander, Doug Peterson.
	* Holiday Social-Will be held Monday, December 12th, after the board meeting and public hearing. Spouses are invited, and Midvale Mining will cater.
	* Safety Report. There were no incidents this past month.
2. Board Member Items for the December 12th Public Hearing/Board Meeting. Hougaard reminded the Board of the 6 pm time difference due to the public hearing requirements.
3. Approve Bills. The bills were presented for approval and payment. Drake moved to pay the bills. Peterson seconded the motion. The motion carried with all in favor.

1. Adjourn. Huff moved to adjourn, and the meeting was adjourned at 3:08