**South Salt Lake Valley Mosquito Abatement District**

**Board Meeting Minutes**

**January 9, 2023, 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 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), Tish Buroker (Riverton), Silvia Catten (Millcreek), Don Christensen (West Valley), Ty Brewer (Holladay), Jeff Gaston (Bluffdale), Brad Gilson (Draper), Paul Glover (Midvale, Kristie Overson (Taylorsville), Doug Petersen (Cottonwood Heights), 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), LeAnne Huff (South Salt Lake),

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 were present to comment.
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 December minutes, and Buroker seconded the motion. The motion carried with all in favor (Shields, Drake, , Bossard, and Glover absent from the vote).
5. Election of Officers for 2023. Price identified all current board officers: Chairman Price, Vice Chairman Catten, Treasurer Buroker, Asst. Treasurer Hougaard, Clerk/Secretary/Recorder Draper, and Asst. Clerk McBride. Before opening to nominations, Buroker noted that she would like to resign as current Treasurer officially. Price also stated that she has served for five years, disqualifying her from performing any longer as Chair. Nominations open for all current board officers
	1. Nominations for Board Chair opened. Price moved to nominate Silvia Catten to serve as Board Chair. Snow seconded the nomination. Overson moves to close nominations, Christensen seconds. The motion carried with all in favor (Bossard, Shields, and Glover absent from the vote)
	2. Nominations for Vice Chair opened. Price nominated Buroker for Vice Chair, with Gaston seconding. With no further nominations, a voice vote was taken with all in favor (Shields and Glover absent from the vote).
	3. Nominations for Treasurer open. Snow asked if Risk would be willing to serve. Risk says that she would be willing if no others would. Hougaard explained that Risk serves during the interim while waiting for a re-appointment from the county. Catten explained the standard duties of the Treasurer. Buroker explained that there is an online aspect to the position. Price asked if Reynolds would like to serve. Reynolds declines the nomination. Overson asks if Christensen would like to do it. Christensen states that he would be willing if no others could. Brewer asked for specifics about the reconciliation process. Catten explained the process she did during her tenure, including some administration process the District takes. Brewer asked if mobile deposits were an option. Catten said she never did. McBride explained that the auditor has recommended that mobile deposits not be done if possible. Hougaard explains that deposits are usually made twice a month, and checks and signatures could be taken out to the Board member. Brewer said he would like to explore the mobile deposit in the future and does spend time traveling, which may limit his ability to make deposits. Price asks if, under the circumstances, Risk would be willing to serve. Risk says she is willing. Christensen moved to close the nominations, with Brewer seconding. A voice vote was taken with all in favor. A clerical error was corrected within the nominating language. The nomination was re-opened. Christensen nominates Risk to Treasurer, with Reynolds seconding the motion. The discussion closes, and the Board votes with all in favor.
	4. Price opens discussion on staff officer positions. No discussion or comment on staff positions takes place. Florence moves that staff officer positions remain the same, with Glover seconding the motion. A voice vote was taken with all in favor.
	5. Price opens discussion on the Audit Committee. No discussion or comment on a change in the Audit Committee takes place. Risk moves to retain all members of the Audit Committee with Brewer seconding. A voice vote was taken with all in favor. Elections close
6. 2022 Fourth Quarter Financial Review. Hougaard presented 2022 year-end account statements, balances, and outstanding liabilities.
7. Appointment of UASD Board Representative and Alternate (Resolution # 23-01). Catten moved to approve Resolution #23-01, A Resolution Appointing a Member and an Alternate to the UASD Board of Representatives for the South Salt Lake Valley Mosquito Abatement, and Overson seconded the motion. The motion carried with the following vote:

AYE: Bossard, Brewer, Buroker, Catten, Christensen, Drake, Gaston, Gilson, Glover, Overson, Peterson, Price, Reynolds, Risk, Shields, Snow.

NAY: None

ABSTAIN: None

ABSENT: Huff, Zander

1. 2022 Annual Report. The full report was emailed for review, and Hougaard read the year's highlights and answered questions. Snow thanked the staff for the work on the report. Peterson asked about 2018 adult mosquito numbers and if that correlated with a high water year. Hougaard explained that it could, but several factors could also influence that number. Catten wondered about the cost of Sumilarv, a product that the District utilized in trials. Hougaard explained that it is more expensive than other products, but the control lasts longer, which offsets the cost. Buroker- a minor correction needs to be corrected on pg. 83. Catten pointed out that one employee is reaching his 20th anniversary and wonders if there will be special recognition, and Hougaard commented that it would be a good idea.
2. 2023 District Goals. Hougaard proposed the following goals and explained the need behind them:
	* Hire a New District Manager
	* Training Improvements-Follow Up Instruction
	* Pesticide Resistance Analysis-Altosid
	* Wide Area Larvicide Spraying (WALS)-Trials
	* Facility Improvements-Back Area Enhancement (Pollinator Habitat)
	* Safety- Improvements to the Team Appreciation and Recognition Program (TARP)

Price asked about the details of the WALS trials. Hougaard explained the process of wide-area larviciding, including droplet size, cryptic sources, and output. Laverne wondered if we could have an agenda item in March to present information on the WALS system. Reynolds recommended that utilizing these research items as a hiring tool could be productive.

1. Conditions of the District. Hougaard reported on the following items.
	* District Activities include training/education, facility/equipment maintenance, winter goals, school presentations, 3D printing, policy review and adjustments, 2023 season preparation, purchase of pesticides and supplies, seasonal hiring, and 2023 performance plans.
	* Manual/Policy Review. Board is required to review all manuals annually, and Hougaard will schedule to send one per month before the meeting for sufficient time to review and request any policy changes.
	* 2023 Conferences
		+ AMCA Annual Meeting – Feb 27-Mar 3 (Reno, NV). Risk and Snow are interested in attending
		+ WCMVCA Annual Meeting- February 7-9 (St. George, Ut)
		+ UMAA Annual Meeting – Oct 23-25 (Salt Lake City, possible)
		+ UASD Annual Conference – Nov 8-10 (Layton, UT)
	* Safety Report. No incidents were reported.
2. Board Member Items for the February 13 Meeting. The Safety Manual will be sent out prior to the Zoom meeting.
3. Approve Bills. The bills were presented for approval and payment. Overson moved to pay the bills. Catten seconded the motion. The motion carried with all in favor
4. Adjourn. Brewer moved to adjourn, with a second from Shields and meeting was adjourned at 3:14pm.

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District Manager Board Chair

Brian Hougaard Sylvia Catten