

**BOX ELDER MOSQUITO ABATEMENT DISTRICT
BOARD OF TRUSTEES MEETING MINUTES**

Time: February 7, 2023, at 7 p.m.

Place: Box Elder Mosquito Abatement District
115 South 1050 West, Brigham City, Utah 84302

Trustees	Megan Armstrong	Cory Bennion	Linda Bourne	Kirk Coombs
present:	Tim Heyder	Thomas Jensen	Dale Millsap	Tamara Miner
	Sandra Nelson	Travis Nelson	Rex Nessen	Mark Thompson
	Nic Tree	Les Wheatley		

Trustees absent: Boyd Bingham, James Walker, Fred Ward

Others present: Randy Sessions – Director, Tyson Packer – Assistant Director, Jon Nelson – Field Manager, Janet Karren – Administrative Assistant

1. Chairman Mark Thompson called the meeting to order and welcomed those in attendance.
2. Mark Thompson led the group in the Pledge of Allegiance.
3. A motion was made to approve the agenda.

Motion: Kirk Second: Megan No Discussion Vote: Unanimous

4. A motion was made to approve the December 6, 2022, Board Meeting Minutes.

Motion: Kirk Second: Sandra No Discussion Vote: Unanimous

5. Tamara reported that financial transactions are in order. A motion was made to approve the internal audit and pay the bills.

Motion: Kirk Second: Dale No Discussion Vote: Unanimous

Janet is voiding/reissuing a lot of misplaced checks. One possible solution is using direct deposit instead of paper checks. Board members agreed and were asked to bring direct deposit information to the April board meeting.

6. Election of new officers for next two-year term was held. A motion was made to keep existing officers for two more years.

Motion: Rex Second: Kirk

Discussion: Sandra asked if anyone else was interested, but no one stepped forward.

Vote: Unanimous

7. The Oath of Office was administered to Board Members.

8. Board members signed 2023 Ethical Behavior and Conflict of Interest forms. New board members filled out additional indemnification agreement and information sheets.
9. Director's report: Randy identified some maintenance and repair issues. The District will not be able to order a new truck until May as the process for ordering has changed. Other topics included recruiting seasonal employees, new ATV/OHV certification requirements for employees, and NPDES/UPDES permit issues. Pesticide bids show larvicide products are similar to last year, but adulticide chemicals are projected to be a notable 68 percent more than last year. The District needs to purchase a new handheld ULV unit. The old one will be repaired for use with a fogger.
10. Randy presented the 2022 Annual Report. A motion was made to accept the report.

Motion: Kirk Second: Rex No Discussion Vote: Unanimous

11. Our five-year contract with Child/Richards CPA ended in 2022. Randy proposed retaining them for one additional year since it would delay the 2023 audit to requests bids for a 5-year contract at this point. A motion was made to continue with Child/Richards for one year.

Motion: Megan Second: Kirk

Discussion: Linda said many auditing firms are not accepting new clients and are charging exorbitant amounts to provide this service.

Amended Motion: Continue with Child/Richards for the 2023 audit and pursue an additional 5-year contract with them beginning in 2024.

Vote: Unanimous

12. Randy requested proposals for aerial spraying services for one-year contracts with an option to extend an additional year at the same rate. Vector Disease Control International (VDCI) submitted the low price of \$0.82/acre for aerial adulticiding services and Airmotive Service LLC submitted the low price of \$9.50/acre for aerial larviciding services. Motion was made to accept the aerial adulticiding proposal of VDCI and aerial larviciding proposal of Airmotive Service LLC as presented.

Motion: Kirk Second: Rex No Discussion Vote: Unanimous

13. Mountain Alarm Fire and Security, who provides the District's monitoring services, has upgraded their infrastructure to 4G. The District's equipment needs to be updated to communicate with the new system. A quote for the new panel, LTE fire alarm communicator and new touchscreen keypad was \$2,094.27. A motion was made to upgrade our equipment.

Motion: Kirk Second: Travis

Discussion: Les asked if this was the most up-to-date equipment. Trustees agree as with most technology, we can expect to upgrade it every few years. Vote: Unanimous

14. Proctor and Gamble is requesting an RDA for a second expansion phase with a shortened timeline. There was not anyone in attendance to represent Proctor and Gamble. A motion was made to table the RDA proposal until the April meeting when more information might be available.

Motion: Megan Second: Sandra No Discussion Vote: Unanimous

15. Motion was made to adjourn @ 7:55 p.m.

Motion: Megan Second: Tamara No Discussion Vote: Unanimous

Next Meeting: April 4, 2023


Board Member