

Cache Mosquito Abatement District Board of Trustees

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Tuesday, November 10, 2009, at 7:00 pm in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 14 municipalities and the unincorporated area were present:

Darwin Pitcher, Lewiston
Shane Lewis, Richmond
Dave Gatherum, Hyde Park *arr. 7:05*
Perry Spackman, Trenton
Karen Blotter, Millville
Robert Mather, Smithfield
Jeff Ricks, unincorporated
Mike Carlson, Mendon

Richard Rigby, Newton
Tom LaBau, Hyrum
Scott Larsen, Nibley *arr. 7:10*
Deon Johnson, Providence
Elaine Nelson, North Logan *arr. 7:05*
Ed Rigby, Wellsville
Dave Wood, Amalga

Absent: Boyd Pugmire, Clarkston; Nick Murphy, Cornish.

Also in attendance was Chris Nelson, BRHD (Bear River Health Department).

The meeting was called to order at 7:00 pm by Chairman Perry Spackman.

MINUTES

The minutes of the October 22nd meeting were reviewed.

Tom moved, and Shane seconded, that the minutes be approved. Motion passed unanimously with Ed, Mike, and Jeff abstaining.

TRUSTEE COMPENSATION PROPOSAL

During the budget committee meeting, Scott suggested the Board consider increasing the compensation paid to trustees attending meetings. His concern is that when the resolution was adopted, fuel prices were lower than they are now. It's also possible that by increasing the compensation, other trustees might be more motivated to attend the Board meetings. (Elaine and Dave G. arrived at 7:05 pm.) Jeff feels that the compensation increase be implemented in another year. (Scott arrived at 7:10 pm.)

Scott explained that meeting compensation was adopted because the District cannot pay mileage directly to trustees. All must be compensated an equal amount. The \$20 was adopted because at the time, it covered the mileage for the trustee who traveled the farthest to meetings. It was also hoped that the compensation would be an incentive for trustees to attend. Mike said that even a \$10 increase in compensation would not be enough to persuade him to miss his children's activities when they coincide with Board meetings. Scott agreed that he would make the same choice; the compensation is more to cover the mileage. Elaine wanted to know what compensation other Districts provide their trustees. Scott said he would find out and report at the

December meeting. Robert suggested the Board project the mileage cost for the trustee traveling the farthest and adjust the rate accordingly. Scott said the compensation hasn't been increased since it was adopted in 2005. Ed asked if the Board was trying to fix something that may not be a problem since the 15 trustees in attendance agree that the compensation is not why they attend meetings. Shane suggested that the District contact the cities each month if their trustee representative does not attend the regular meeting. Discussion followed as to how to arrive at a compensation figure reflecting today's economic environment. Terrie suggested using the IRS (Internal Revenue Service) mileage rates. Thus, at \$0.55 per mile and the longest round trip of 40 miles, the minimum compensation would be \$22 to cover mileage. Scott will bring compensation information from other Districts and a draft resolution to the December meeting.

DISCUSSION & ADOPTION OF PROPOSED 2010 BUDGET

The committee recommends that the Board consider a 25% increase in the tax rate, primarily to contribute to capital improvements (land purchase, building construction) and build a base from which to switch to Kontrol or VectoMax (non-organophosphates for fogging and larvacide, respectively) in 2011.

\$144,338	BRHD contract (Fyfanon + Abate)
10,000	Pickup
5,000	ATV
7,500	Personnel (wages, trustee compensation & officer per diem)
1,000	Office supplies (current T-Mobile phone, paper, toner, etc.)
1,200	Accountant
5,000	Premiums (insurance, bonding)
700	Dues
1,500	Travel & Training
300	Website/Education
900	Legal notices
81,860	Capital Improvements (includes \$51,860 from 25% tax increase)

\$259,298 Total

Perry reviewed the budget committee meeting. With 10 barrels of malathion left, they felt the District should stay with malathion for 2010. The committee strongly feels that a Capitol Improvement plan and fund must be adopted. They recommend a 25% increase be adopted to pursue the purchase of land and/or a building and to cover the cost of vehicle and equipment replacement. For a \$200,000 house, the increase tax would still be less than \$2. Funds were earmarked for purchasing a pickup and ATV to replace one each from the current fleet.

Scott reviewed the past budget approaches and the need for getting a plan that would show just how much it would take for the District to run on its own. Scott and Perry said they recommend a tax rate increase for 2010 to put funds toward the CI and to be able to switch to another chemical in 2011. Dave W. said he felt that if the District was earmarking the increase for CI, then it should stay there for subsequent years. Scott said that although the District has committed funds to CI in the past, we've ended using them for emergency chemical purchase or vehicle

replacements. The Board could put more than the \$30,000 budgeted for CI into the fund this year, and earmark a percentage for emergency use.

The Board still has no firm figure for what it would cost to run the current abatement program alone. Terrie reported that a CPA gave an informal figure of \$500 (at \$100 per hour) to calculate such a cost. Chris said that BRHD will be putting up a building for the air quality program in the next three years and repeated their informal offer of sharing space with CMAD. Jeff said there has been no formal offer to share the cost of such a building or to provide space for CMAD. Perry said that one issue he sees is that such a building will most likely be built in Logan; this may not be ideal for CMAD.

Tom said that one of the main benefits he sees in teaming with BRHD for abatement and surveillance is their ability to put a group of people on a specific, short term task such as counting and speciating mosquitoes. If CMAD were on its own, who would do this? Scott said that CMAD is the only District that contracts out abatement (later corrected by Chris, who said that Utah County MAD also contracts with their health district). Scott emphasized again that it behooves CMAD to know for sure what the benefits are of staying with BRHD. His concern is over the shared usage of vehicles; an example is using CMAD-owned ATV's for snow removal at three BRHD locations. Jeff shared his concern that CMAD is still a new district and worries about raising tax rates without a plan in place.

Deon asked how the District started; others explained that without the donations from the cities and the interest-free \$90,000 loan from BRHD, abatement would not have been done in 2005. Robert reiterated that we have no complaints with BRHD but we still lack a business plan. Perry said that currently the District has no intention of leaving, but we still need to know what it would take to stand alone. Ed pointed out that this discussion is held every year at budget time, yet nothing is ever done to find out. (Dave G. left at 8:05 pm) There is concern that five hours by a CPA would not be enough to fully review the costs of going on our own. Robert agrees that a plan needs to be looked at, but we first need to know what it is we want to find out. Perry summarized by saying we need to know what it would cost the District to do what we're doing now without BRHD. Several trustees stated some concerns of going on our own: pay scale, benefits, building, land, unknown additional expenses. Chris will get contact information for other districts and give it to Terrie so the Board can contact them for their experiences. All agreed that this information is needed before the next budget discussion (for 2011). Elaine suggested Diana Cannell from Peterson/Allred or perhaps contacting a management specialist or class at Utah State University to develop a business plan.

Karen was concerned on how much use a building would see. Scott, Jeff, and Chris said that at least three-quarters of the year it would see fairly constant use. Even during the off season, there would be lots of work for a manager to do. Chris spoke as both a private citizen and manager; he said that CMAD keeps trying to doing CI but never accomplishes anything concrete. The Board doesn't even know for sure what it's planning for. As a manager, the 10 barrels of malathion left this year are a one-time savings. He'd really like for the District to go with a different chemical this year. Eric Jones, who has been contributing more heavily to the abatement program, will be given the title of assistant manager under the contract for 2010. Terrie will review the minutes of

past meetings and glean a list of budget/program questions that need to be addressed when looking at the costs to go on our own.

Perry proposed that CMAD get the program cost study done this next year. The Board needs to emphasize to BRHD that this is a fact-finding mission and not criticism over the relationship we have. The executive board will meet with BRHD to formally discuss sharing building space and cost.

Tom moved, and Deon seconded, that the proposed budget from the committee including the 25% increase be adopted; motion passed unanimously. Terrie will work with Tamra Stones to prepare the quarter page ads for Truth in Taxation.

Perry told the Board to get their program management questions to Terrie to incorporate into the document to give the CPA or management group to answer. Ed asked how the Board would earmark the \$50,000 for CI; Scott and Terrie said a separate PTIF fund would be established for CI only. Terrie is waiting word from Van Christensen in the State Auditor Office for how to set this up and work it. Tom felt that the Board should move forward now in discussing with BRHD the building since it could help formulate questions for the management plan. It was decided that the executive board will meet with BRHD to discuss the building.

Terrie reported on the cost for providing phone service for the District and field workers. She met with representatives from Sprint/Nextel and Verizon Wireless; cost would be about \$1200 for either one. Chris would like the phones to have camera capability since it often comes in handy in the field. The free phones are fairly basic; concern is that they wouldn't stand up to field conditions. Terrie will look into the costs for more rugged (water resistant) phones.

WEBSITE STATISTICS

Terrie reported a spike in webpage hits in March with a much higher incidence in June and July. Average hits per month run around 75 (most are from her or trustees visiting the site); the spikes in the summer were closer to 1000 as people checked the fogging schedule.

BILLS

The following bills were presented. Robert moved, and Elaine seconded, that the bills be paid; motion passed unanimously.

ADJOURNMENT

The next meeting will be Tuesday, December 8, and include public hearings for the 2010 budget and possibly for changes to the 2009 budget. Discussion on the meeting schedule for 2010 will be put on the December agenda. Richard moved, and Mike seconded, that the meeting be adjourned; motion was unanimous. The meeting was adjourned at 9 pm.

Prepared by /s/ Terrie L. Wierenga

Date 11/15/09

Approved: 12/8/09