

DRAFT

**Cache Mosquito Abatement District
Board of Trustees Meeting
December 14, 2023**

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, December 14, 2023, at 7:00 p.m. in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 10 municipalities were present:

Kim Hatch, Trenton	David Gatherum, Hyde Park	Jeff Nebeker, Providence
Craig Hidalgo, Clarkston	Kermit Price, Millville;	Ned Simper, Lewiston
Joe Hansen, Cornish	David Wood, Amalga;	Craig Rigby, Newton
	Paul James, Hyrum;	

Excused: Kevin Tingey, Wellsville; Jon Wells, Smithfield; Greg Taylor, Mendon; Jeff Ricks, Unincorporated; Don Sheffer, Richmond; Joe Archer, North Logan

Also present: Richard Rigby, Manager Sierra Bradley, Clerk

MEETING CALLED TO ORDER AND ROLL CALL

The meeting was called to order at 7:00 pm by Chairman Joe Hansen and roll call was recorded.

ADOPT AGENDA

The agenda was reviewed.

Craig Rigby moved and Paul James seconded that the agenda be adopted. Ayes: Hatch, Hidalgo, Hansen, Price, Wood, James, Nebeker, Simper, Rigby, and Gatherum.
Nays: None. The motion passed unanimously.

MINUTES OF PREVIOUS MEETING

The minutes of the November 9, 2023 meeting were reviewed.

Paul James moved and David Wood seconded that the minutes be approved. Ayes: Hatch, Hidalgo, Hansen, Price, Wood, James, Nebeker, Simper, Rigby, and Gatherum.
Nays: None. The motion passed unanimously.

MANAGER REPORTS

Manager Richard Rigby delivered the 2023 annual report. It has been posted on the CMAD website as well. He emphasized a sentence from the report that states, "The count for this year was 8,944 (35%) more mosquitoes from last year's total count." We had almost 9,000 more mosquitoes for the year. Richard has been working with some employees to finish up getting everything winterized. Richard will be interviewing for a new potential drone operator. He also was able to take the employees out for dinner in November as a thank-you for everyone's hard work this year.

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Clerk Sierra Bradley gave an account of her responsibilities in the annual report. She looked into moving forward with making CMAD’s website a .gov domain and found that the request for a .gov domain has been suspended until January 2024, so we’ll need to wait until January for the launch of their new and improved process and website to request a .gov domain.

Bylaws

There were some updates and changes to the bylaws for the CMAD. The physical address of the building was added. The changes that were made were the removal of the title of Administrative Manager to be replaced with Clerk. As well as the removal of the title of Field Manager to state just Manager.

Craig Hidalgo moved and Craig Rigby seconded that the bylaws be corrected that was stated.
Ayes: Hatch, Hidalgo, Hansen, Price, Wood, James, Nebeker, Simper, Rigby, and Gatherum.
Nays: None. The motion passed unanimously.

Zions Permissions

Due to technical difficulties with logging into Zions Bank, this was postponed till January’s Meeting.

REVIEW AND APPROVE BILLS: 10 Nov 2023 – 14 Dec 2023

Personnel	\$4,267.99	Administration	\$3,003.45
Payroll Tax Liability	\$303.28	Admin Manager Miles	\$61.43
Admin Manager	\$578.81	Office Equipment (Comcast,QB)	\$219.25
Manager	\$2,500.00	Dues (Sam's Club Renewal)	\$53.50
Workers, Larvicide	\$861.90	Phones	\$2,109.93
Workers, Adulticide	\$0.00	Google Cloud	\$12.00
Workers, Surv/Custodial	\$24.00	Verizon	\$2,042.53
		Verizon Connect	\$55.40
		Travel & Training	\$443.65
Abatement	\$2,217.29	Premiums (Auto Physical Damage Endorsement)	\$115.69
Maintenance	\$861.96		
Fuel	\$293.01	Vehicles/Equipment	\$8,185.42
Operations Site	\$1,062.32	Pickup Trucks	\$8,185.42
Hyde Park City	\$84.85		
Rocky Mountain Power	\$527.08		
Dominion Energy	\$394.10		
WM	\$56.29		

Paul James moved and Ned Simper seconded that the bills be accepted. Ayes: Hatch, Hidalgo, Hansen, Price, Wood, James, Nebeker, Simper, Rigby, and Gatherum.
Nays: None. The motion passed unanimously.

ADJOURNMENT

Paul James moved and Craig Rigby seconded that the meeting be adjourned. Ayes: Hatch, Hidalgo, Hansen, Price, Wood, James, Nebeker, Simper, Rigby, and Gatherum.
Nays: None. The motion passed unanimously.
The meeting adjourned at 7:19 p.m.

Prepared by: Sierra Bradley Date: December 14, 2023 Accepted: January 25, 2024