

**Cache Mosquito Abatement District
Board of Trustees Meeting
January 23, 2020**

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, January 23, 2020, at 7:00 pm in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 13 municipalities were present:

Craig Hidalgo, Clarkston	Deon Johnson, Providence	Kim Hatch, Trenton
Craig Rigby, Newton	Joe Archer, North Logan	Paul James, Hyrum
Dan Richins, Richmond	Joe Hansen, Cornish	Roger Lincoln, Smithfield
Darwin Pitcher, Lewiston	Kermit Price, Millville	
David Wood, Amalga	Kevin Tingey, Wellsville	

Excused:	David Gatherum, Hyde Park	Jeff Ricks, Unincorporated
	Greg Taylor, Mendon	Nibley trustee, currently unnamed

Also present: Debbie Mays, Administrative Manager
Richard Rigby, Manager

AGENDA

The meeting was called to order at 7:00 pm by Chair Joe Hansen. The agenda was reviewed.

Craig Hidalgo moved and Kevin Tingey seconded that the agenda be adopted. Ayes: Archer, Hansen, Hatch, Hidalgo, James, Johnson, Lincoln, Pitcher, Price, Richins, Rigby, Tingey, Wood.
Nays: None. Motion passed unanimously.

OATH OF OFFICE

No new trustees were in attendance tonight.

MINUTES OF PREVIOUS MEETING

The minutes of the December 12, 2019 meeting were reviewed.

Paul James moved and Deon Johnson seconded that the minutes be approved. Ayes: Archer, Hansen, Hatch, Hidalgo, James, Johnson, Lincoln, Pitcher, Richins, Rigby, Tingey, Wood.
Nays: None. Kermit Price abstained. Motion passed unanimously.

PROCUREMENT COMMITTEE REPORT

Paul James reported the committee met this evening at 6:00 with Ryan from Design West. Alex from Zions Bank also was available by phone. Ryan gave plans and cost estimates for our new building, and Alex gave information and took questions about the process of obtaining a loan if desired. The building cost estimates are greater than we have money available. Questions were asked and discussion ensued concerning different options going forward. The cost estimate of Design West's services is \$71,400.

We will discuss further our options for building, including possibly extending invitations to Alex from Zions Bank and/or Matt Regen, CPA, for information and counsel. We must determine if we want to pursue getting a loan in order to complete our building and, if so, whether we would meet the requirements for obtaining a loan. We must also decide on a timeline for construction projects.

MANAGER REPORTS

Manager Richard Rigby reported he has ordered the new truck we will be leasing as well as the handhelds. The new ATVs have been put out to bid. Richard discussed some legislation now being considered in Utah which is not favorable to mosquito abatement districts. It was decided a letter will be prepared with information on how it would affect us, and trustees will be able to sign it. It will then be sent to our Utah legislators. Richard also asked if trustees would like to have his travel expenses be on a per diem basis. They prefer to continue paying for expenses with the credit card and asked Richard to just continue keeping them to a reasonable amount.

Administrative Manager Debbie Mays spoke about the training requirements for all trustees, with information about how to do this online. Her handout also contains information about this month's bills, next month's possible agenda, and a snapshot of our budget position so far this year.

BILLS: Bills for the month were presented and reviewed:

	<u>Totals</u>		
<u>Personnel</u>		Wendy's (01/04)	\$21.80
Payroll Tax Liability	\$197.28	Springhill Suites (01/05)	\$190.94
<u>Wages</u>		Trustee Comp, Mileage, Officer Per Diem	\$1,583.13
Administrative Manager	\$439.69	Website (Westhost 2020 - 2023)	\$333.00
Manager	\$2,060.00	Workers Comp	\$85.69
Website Manager	\$79.02	<u>Abatement</u>	
<u>Administration</u>		Fuel	\$130.78
Administrative Manager Mileage	\$24.15	<u>Operations Site</u>	
<u>Phones</u>		Building + Internet	\$1,025.00
Google Cloud	\$9.60	Rocky Mountain Power	\$42.97
Verizon	\$120.63	Dominion Energy (credit balance 20.83)	\$0.00
<u>Travel & Training</u>		<u>Vehicles/Equipment</u>	
Culvers (01/02)	\$18.43	Handhelds (incl ESRI, GIS, Norton annuals)	-\$27.50
Angelica's Mexican Grill (01/03)	\$18.20		

Darwin Pitcher moved and David Wood seconded that the bills be approved. Ayes: Archer, Hansen, Hatch, Hidalgo, James, Johnson, Lincoln, Pitcher, Price, Richins, Rigby, Tingey, Wood. Nays: None. Motion passed unanimously.

ELECTION OF 2020 OFFICERS

The 2019 officers were again elected to serve: Chair Joe Hansen, Vice Chair Dan Richins, Treasurer David Gatherum, and Financial Officer Kermit Price.

Roger Lincoln moved and Craig Hidalgo seconded retaining the 2019 officers for 2020. Ayes: Archer, Hansen, Hatch, Hidalgo, James, Johnson, Lincoln, Pitcher, Price, Richins, Rigby, Tingey, Wood. Nays: None. Motion passed unanimously.

ADJOURNMENT

Darwin Pitcher moved and Deon Johnson seconded that the meeting be adjourned. The meeting was adjourned at 7:47 p.m.

Prepared by Debbie Mays Date 1/23/2020

Accepted: 2/27/2020