

**Cache Mosquito Abatement District
Board of Trustees Meeting
October 22, 2020**

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, October 22, 2020 at 7:00 p.m. in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Current Covid-19 restrictions were followed, including social distancing and mandatory face masks. Representatives from 11 municipalities were present:

Craig Hidalgo, Clarkston	David Gatherum, Hyde Park	Kermit Price, Millville
Craig Rigby, Newton	(excused at 7:10)	Kim Hatch, Trenton
Curtis Wall, Smithfield	David Wood, Amalga	Paul James, Hyrum
Dan Richins, Richmond	Joe Archer, North Logan	
Darwin Pitcher, Lewiston	(arrived 7:05)	

Excused:	Deon Johnson, Providence	Joe Hansen, Cornish
	Greg Taylor, Mendon	Kevin Tingey, Wellsville
	Jeff Ricks, Unincorporated	Nibley trustee, currently unnamed

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

AGENDA

The meeting was called to order at 7:00 p.m. by Vice Chair Dan Richins. The agenda was reviewed.

Paul James moved and David Wood seconded that the agenda be adopted. Ayes: Archer, Gatherum, Hatch, Hidalgo, James, Pitcher, Price, Richins, C Rigby, Wall, Wood. Nays: None. Motion passed unanimously.

MINUTES OF PREVIOUS MEETING

The minutes of the September 24, 2020 meeting were reviewed.

Darwin Pitcher moved and Craig Hidalgo seconded that the minutes be approved. Ayes: Archer, Gatherum, Hatch, Hidalgo, James, Pitcher, Price, Richins, C Rigby, Wall, Wood. Nays: None. Motion passed unanimously.

MANAGER REPORTS

Manager Richard Rigby gave an update of the building site and said things have been going well, though they have not been able to do much for the last week or two. He will continue to send email updates to the trustees on the progress of the buildings. Richard reports that he is having trouble with one of the foggers, in that the engine will go for several minutes and then quit. He has been unable to find the source of the problem and has someone else looking at it for possible repair. Richard also reports holding the annual employee dinner as a thank you for the good work employees did this season. He mentioned that Utah Local Governments Trust as our insurer encourages having an incentive program to celebrate the good work of employees. Several trustees thanked Richard for the good job he did this season.

Debbie Mays provided an Administrative Manager report including this month's bills, our financial position thus far for 2020, and an update on construction expenses for our buildings. Also included was a list of those trustees whose term of service ends this December and a reminder about the training required of trustees.

REVIEW AND APPROVAL OF 2021 PROPOSED BUDGET

The preliminary 2021 budget was sent out via email and/or postal mail earlier this month to give trustees a chance to look it over before tonight's meeting. There was some discussion on how to properly account for moneys associated with the Zions Bank Lease/Purchase agreement with regards to the budget. It was decided that Debbie will check with Matt Regen, CPA, to get his opinion on how that should be presented in the budget.

Paul James moved and Joe Archer seconded that the proposed 2021 budget be approved, subject to a line-item removal of what is shown for the Zions escrow account, based on what Matt Regen, CPA, recommends. Ayes: Archer, Hatch, Hidalgo, James, Pitcher, Price, Richins, C Rigby, Wall, Wood. Nays: None. Motion passed unanimously.

BILLS

This month's bills were reviewed:

Personnel

Payroll Tax Liability \$369.68

Wages

Administrative Manager \$1,093.94

Manager \$2,060.00

Website Manager \$70.24

Workers, Adulticide \$971.92

Workers, Larvicide \$483.00

Workers, Surveillance \$153.00

Administration

Administrative Manager Mileage \$70.15

Dues

UASD 2021 \$410.00

UMAA 2020 \$350.00

Miscellaneous (Safety, Shipping, etc.)

Attorney Seth Tait (Lease/Purchase) \$2,570.00

Phones

Google Cloud \$12.00

Verizon \$99.48

Trustee Comp, Mileage, Offi Per Diem \$1,685.49

Abatement

Adulticide Supplies

MS3 Main PCBA serv \$100.00

Backpack Duster (2) \$1,250.00

Surveillance Supplies (UDOH 53 pools) \$795.00

Fuel \$939.87

Maintenance

Napa Auto Parts (wip 1B) quantity 8 \$100.48

Sam's Club (annual member dues) \$48.15

Napa Auto Parts (oil & air filters, etc.) \$134.76

CHY Motorsports (ATV maint.) \$35.96

Computerwise (Richard comp repair) \$98.74

Jack's Tire & Oil (12 new tires) \$2,235.00

Napa Auto Parts \$80.94

Operations Site

Building + Internet \$1,025.00

Rocky Mountain Power \$44.41

Dominion Energy \$7.22

Hyde Park Irrigation Co. (annual fee) \$28.00

Paul James moved and Darwin Pitcher seconded that the bills be approved. Ayes: Archer, Hatch, Hidalgo, James, Pitcher, Price, Richins, C Rigby, Wall, Wood. Nays: None. Motion passed unanimously.

ADJOURNMENT

Craig Rigby moved and David Wood seconded that the meeting be adjourned. The meeting was adjourned at 7:25 p.m.

Prepared by Debbie Mays Date 10/22/2020

Accepted: 11/12/2020