

After all the bids were opened, there was some discussion among the trustees on the amounts of the bids and the timeline for the project.

Paul James moved and Dan Richins seconded that the lowest bid be accepted contingent on CMAD checking references and receiving good reports on the low-bid contractor, which is Lundahl Building. Their base bid amount is \$1,488,941 and the bid alt #01 amount is \$37,986. The days to complete is 195 days. Their bid bond, project list, and references are all included. Ayes: Archer, Gatherum, Hansen, Hatch, Hidalgo, James, Johnson, Pitcher, Price, Richins, Tingey, Wood. Nays: None. Motion passed unanimously.

Richard Rigby, Manager, will call to obtain reports on references and also call the bonding agent for a report. He will also ask Lundahl Building if they have ever been fired by a client or if they have any litigation pending against them, and also how soon they could begin work on our project. Ultimately there will be a contract signed between the chosen contractor and CMAD.

It was decided to have a committee to watch over the contract. Volunteers for that include Joe Hansen, Kermit Price, Kevin Tingey, Paul James, and Richard Rigby.

SUPPORT FROM DESIGN WEST ARCHITECTS

In answer to a question, Adam Zetterquist gave several suggestions of the kinds of questions we might wish to consider in following up with references on the chosen contractor. Design West will be available for support as needed throughout the building process. Debbie Mays reported that someone from Hyde Park City called to let us know that their next Planning and Zoning Meeting will be held on August 5, 2020, at 7 p.m., and our building project is on their agenda for that evening. Adam Zetterquist took note of this meeting and reported that someone from Design West will attend to answer any questions Planning and Zoning may have.

MANAGER REPORTS

Manager Richard Rigby reports this year overall has been lower than the 5-year average for number of mosquitoes. He also reports the first case of West Nile Virus was found in Utah earlier this month. He let the board know that Alex from Zion's Bank should have documents ready for our loan by the next board meeting. Also, Richard submitted the claim to ULGT from citizen Heath Worley (details are in last month's minutes) and that is now in process.

Administrative Manager Debbie Mays reports making 2 minor adjustments to the employee handbook, including changing Richard's title to "Manager" rather than "Field Operations Manager," throughout, and also detailing the dates of the 7th and 22nd of each month as the days employees can expect their paychecks on a bimonthly schedule. We will place these handbook updates on the agenda for approval at next month's meeting. Debbie also pointed out the July Administrative Manager report (given as a handout) shows our financial position for the current year as well as a list of this month's bills.

BILLS

This month's bills (listed on the following page) were reviewed.

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

BILLS:

Personnel

Payroll Tax Liability \$1,096.89

Wages

Administrative Manager \$928.62

Manager \$2,060.00

Website Manager \$61.46

Workers, Adulticide \$4,249.59

Workers, Larvicide \$6,762.00

Workers, Surveillance \$276.00

Administration

Accountant \$1,750.00

Administrative Manager Mileage \$58.08

Dues (AMCA) \$145.00

Legal Notices (pub hearing amend bgt) \$38.04

Miscellaneous (Safety, Shipping, etc.)

CHY Motorsports (helmet) \$74.21

Park Place Gardens (flowers Roger) \$87.74

Amazon (vision guard) \$21.18

Office Supplies

Staples (hard drive, wipes) \$57.96

Amazon (webcam) \$35.99

Phones

Google Cloud \$12.00

Verizon \$415.05

Phone case \$24.00

Travel & Training (license) \$20.00

Trustee Comp, Mileage, Officers \$1,680.09

Abatement

Adulticide Supplies (Amazon wrench) \$11.10

Larvicide Supplies (Target BVA flush sol) \$97.06

Surveillance Supplies (AirGas) \$5.58

Fuel \$202.45

Maintenance

Napa (cabl/lug) \$1.69

Napa (3 lug/wrnh) \$69.47

Valley Implement (10 cnh pin) \$7.90

Jack's Tire (2 trailer tires) \$119.90

Big-O Tires (trailer tire) \$44.99

Smithfield Implement \$20.99

Napa (reflex truck) \$62.77

Lee's (fasteners) \$7.00

Lee's (dowels) \$13.45

Lee's (fasteners) \$13.06

Napa (lamp) \$4.99

Napa (replacement lam) \$155.89

Napa (connector, wire, terminal) \$12.59

Napa (cabl tie) \$6.63

Wilson Motor (cover) \$91.31

Big-O Tires (trailer tire) \$49.99

Amazon (battery maintainers) \$86.19

Jack's Tire (2018 Ford lube and oil) \$42.95

Sam's Club (rags) \$30.96

Valley Implement (hose) \$6.00

Big-O Tires (2 trailer tires) \$89.98

Cal Ranch (ball mt) \$39.98

Operations Site

Building + Internet \$1,025.00

Rocky Mountain Power \$57.91

Dominion Energy \$7.22

Vehicles/Equipment

Office/Computer Equipment

USU Surplus (2 monitors) \$70.00

Adobe software \$234.99

ADJOURNMENT

David Gatherum moved and Joe Archer seconded that the meeting be adjourned. The meeting was adjourned at 8:06 p.m.

Prepared by Debbie Mays

Date 7/24/2020

Accepted: 8/27/2020