

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
May 19, 2011
BOARD MEETING**

1. Roll Call:

Presiding: G. E. 'Deac' Thomas, Board Chair

Time: 12:30 PM

Place: 2020 North Redwood Road, Salt Lake City, Utah 84116

Trustees Present: G.E. 'Deac' Thomas, Chair
Dr. Dagmar Vitek, Vice Chair
Raymond Uno
La Vone Liddle
Todd Erskine

Trustees Excused: None

Others Present: Sammie Lee Dickson, District Manager
Dennis Kiyoguchi, Assistant Manager
Sally Beagley, District Secretary
Banugopan Kesavaraju, District Biologist
No members of the public were present

2. Approval of the April 21, 2011, Minutes of the April Monthly Board Meeting:

The following two changes to the draft minutes were proposed: Trustee Liddle suggested that in item #7, first sentence, capitalize 'Appeals', item #12, change date from 'April 21' to 'May 19', Trustee Erskine suggested that item #8 in the fourth sentence, place an apostrophe in 'District's' and Manager Dickson noted that the date of the meeting should be 'April 21' not 'April 19'. Trustee Erskine made a motion to accept the April 21, 2011, Minutes of the April Board Meeting with the suggested corrections. Trustee Liddle seconded the motion and it passed with a unanimous vote.

3. Presentation of April 2010 Financial Statements and Approval of Bills for Payment:

Manager Dickson reviewed the April financial statements with the Board. All expenditures in excess of \$500 were reviewed. A review was also made of any budget line items that were over the expected percentage of spending for this time of the budget year.

Expenses for April totaled \$107,344.61 with \$107,344.61 from the General Fund and \$0.00 from the Capital Projects Fund. Trustee Uno made a motion to accept the April financial statement and to pay the bills as presented. The motion was seconded by Trustee Liddle and passed with a unanimous vote.

4. Davis-Salt Lake Aerial Spray Authority (DSLASA):

The DSLASA Board did not meet in April as there was no pending business. A response, from ARW Engineers, to the lawsuit filed by R&O Construction against DSLASA was received on May 11. There still has been no response from Stanley Consulting. No attempt at arbitration can be made until the Stanley Consulting attorney of record is made. Trustee Uno described the options available if no response is received from Stanley Consulting.

Some furniture was purchased for the hangar office, including a desk, shelving, filing cabinet, chairs and refrigerator. MAD-Davis has placed a large aerial photograph of its spray areas on one wall of the hangar office. The SLCMAD is having a similar aerial photograph of its spray areas prepared.

5. Membership in the Employers Council:

Manager Dickson was approached by the Employers Council about joining their organization. The Employers Council is a private company that provides human resource and management support to its members. The cost of membership for this district would be \$615 for 2011. The South Salt Lake Valley MAD is a member and has used the Employers Council to fully review their policy and procedures manual. Manager Dickson would like the District to join for one year to see if their services could help with both the policy and procedure manual and the employee review process.

6. Concrete Paving Repair Bids:

The District received three bids for the repair to the concrete paving inside the vehicle storage building and the outside yard. The three bids were: Accent Concrete Cutting, \$5,700.00, Greenes Inc., \$7,792.23, and Creative Concrete Solutions, \$11,800.00. Manager Dickson stated that the District had successfully used both Accent Concrete Cutting and Greenes Inc. on previous projects. Trustee Vitek made a motion to accept the bid of Accent Concrete Cutting for \$5,700.00 to repair cracks and spalls in the concrete paving. Trustee Erskine seconded the motion and it passed with a unanimous vote.

7. Report on Attended and Reminder of Upcoming Meetings:

Manager Dickson gave a presentation on mosquito vector-borne diseases to the Rocky Mountain Infection Control Association on May 4.

Trustee Erskine and Manager Dickson attended the American Mosquito Control Association Washington Conference, May 9 – 11, 2011, in Washington D.C. They, along with six others individuals, Aleta Taylor and Laverne Snow,

Trustees of the South Salt Lake Valley MAD, Ryan Lusty, UMAA President, Robert Harding and Janice Fisher, Trustees of the Magna MAD and Randel Sessions, UMAA Executive Director, represented Utah. Utah's three congressional offices and both senate offices were visited. The response to the lead issues, HR872 and S718, was very favorable. All three of Utah's Congressmen have voted for HR872.

The South Salt Lake Valley MAD will host State Auditor Training for Board Members at their District on July 11. All of the District's Trustees are encouraged to attend.

The American Mosquito Control Association will be presenting a webinar on June 3, at noon, titled 'Strategies for Safer Pesticide Applications'. The District will set up a projection of the webinar for staff, seasonal employees and Trustees.

8. Policy and Procedure Manual Changes:

From a presentation by Monica Whalen of The Employers Council, at the Utah Association of Special Districts Annual Meeting in November 2010, Manager Dickson realized that several changes needed to be made to the District's Policy and Procedures Manual. Manager Dickson drafted some language to make these changes and sent them to attorney Mark Anderson for legal review. At this time, Mr. Anderson has not completed the review of the changes. Manager Dickson believes that these changes need to be made so that new manuals can be printed and distributed to the seasonal employees. The proposed changes relate to: changing of dates that revisions are made to the manual; the addition of 'sexual orientation, gender identity' to the list of classes of individuals that it is unlawful to discriminate against; changing 'should' to 'shall' throughout the manual; the addition of a statement requiring all private contractors who do work for the District to use status verification approved by the State of Utah for the hiring of their employees; addition of a statement that all new employees for the District must have their status verification completed through a State of Utah approved system such as E-verify; under other requirements of record keeping add the 'Employee Retirement Income Security Act' and the 'Immigration Reform and Control Act;' add a new section on 'Breastfeeding-Friendly Workplace;' remove paid holidays as a seasonal employee benefit, and add a bonus provision for seasonal employees who work the days before and after holidays. Proposed changes to the By-Laws of the Board of Trustees include: change of date of revision, update of appropriate Utah Code citations, update maximum Trustee compensation; replace 'President' with 'Chairperson' throughout document; correct misspellings; change time of Board Meetings from 12:45 to 12:30; replace 'executive sessions' with 'closed meetings;' and, add the Utah Association of Special Districts as a regular meeting of attendance by the Board. Trustee Uno made a motion to accept the changes to the District's Policy and Procedures Manual and the By-Laws of the Board of Trustees as presented. The motion was seconded by Trustee Vitek and passed with a unanimous vote. Manager Dickson will work with the Employers Council to have a full review of the Policy and Procedure Manual.

Trustee Liddle noted that the By-Laws of the Board of Trustee's require the Board to do an annual performance review of the District Manager. This has not been done in some time. Manager Dickson will get some review materials for the Board to use in his review this fall.

9. Manager's Report:

Trustee Vitek was excused from the meeting at 2:25 PM.

The District had four seasonal employees working during April. As of this meeting the District has 12 seasonal employees with another four starting in early June. All of the seasonal positions have been filled.

The past several weeks have been very frustrating due to the inability to get out in the field on a regular basis because of the rain storms. Ten days during April had rain with the rain total reaching 4.06" - twice the thirty-year average. It rained on nine of the first nineteen days in May, with precipitation of 2.31" thus far. Rainstorms, during the past three days, have put waterways over capacity with large areas of the wetlands now heavily flooded. With the snow melt run-off yet to begin, it appears that the wetlands will remain flooded for a good portion of the season.

Because of the frequent storms, the tree hole and bicycle crews have not begun their summer work.

A cold spring in 2010 resulted in the inability to raise enough least chub to stock the ornamental pools this year. An insect growth regulator will be substituted for fish this year. This may lead to a few citizens complaining about not getting fish.

The elevation of the Great Salt Lake has increased by nine-tenths of a foot in the past month and an additional seven-tenths of a foot in the last two weeks.

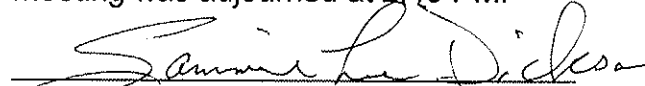
10. Probable Agenda Items for June 16, 2011, Meeting:

The June 16, 2011, Board Meeting will be held at approximately 6:20 PM immediately following the 2011 Certified Tax Rate Hearing and 2011 Budget Amendments Hearing which start at 6:00 PM.

The following items will be placed on the June Board Meeting Agenda: presentation of the 2010 financial audit; DSLASA lawsuit update; approval of 2011 Budget Amendments and Certified Tax Rate; and, the progress of the mosquito control season.

11. **Adjournment:**

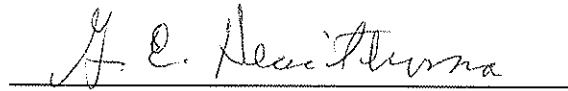
Trustee Uno made a motion to adjourn the May Board Meeting. The motion was seconded by Trustee Liddle and passed with a unanimous vote. The meeting was adjourned at 2:40 PM.



Sammie Lee Dickson, District Manager

6/16/2011

Date



G.E. 'Deac' Thomas, Board Chairman

6/16/2011

Date

