

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
July 19, 2012
BOARD MEETING**

1. Roll Call:

Presiding: Dr. Dagmar Vitek, Board Chair

Time: 12:30 PM

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

Trustees Present: Dr. Dagmar Vitek, Board Chair
La Vone Liddle, Vice Chair
G.E. 'Deac' Thomas
Todd Erskine (arrive 12:35 item # 4)
Maureen M. Wilson

Trustees Excused: None

Others Present: Sammie Lee Dickson, Manager
Dennis Kiyoguchi, Assistant Manager
Banugopan Kesavaraju, District Biologist
Sally Beagley, District Secretary

2. Approval of the Minutes of the 2012 Budget Amendments and Certified Tax Rate Hearing:

Trustee Liddle made a motion to accept the Minutes of the June 21, 2012 Budget Amendments and Certified Tax Rate Hearing. The motion was seconded by Trustee Wilson and passed with a unanimous vote.

3. Approval of the June 21, 2012, Minutes of the June Monthly Board Meeting:

Trustee Liddle made a motion to accept the June 21, 2012, Minutes of the June Board Meeting as presented. Trustee Wilson seconded the motion, which passed with a unanimous vote.

4. Presentation of June 2012 Financial Statements and Approval of Bills for Payment:

Manager Dickson reviewed the June financial statements with the Board. All expenditures were reviewed with special attention paid to those in excess of

\$500. 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 June totaled \$273,227.20 with \$273,227.20 from the General Fund and \$0.00 from the Capital Projects Fund. Trustee Liddle made a motion to accept the June financial statement and to pay the bills as presented. The motion was seconded by Trustee Thomas and passed with a unanimous vote.

5. Bank Signature Cards:

Zions Bank has found that the signature list for the Salt Lake City Mosquito Abatement District main checking account is missing the word "District" and thus does not completely match the account title. The bank has requested that a new signature sheet be resigned by all eligible Board Members. Manager Dickson had all Board Members sign the form.

6. Research Project Proposal:

Biologist Kesavaraju presented a written copy and gave a presentation of a research project that he is proposing. The proposal consists of evaluating what limits the spread and competition of *Aedes albopictus* in its endemic habitat in India and how that can be applied to controlling its spread, if it is introduced in Utah. The research would require up to three months in India this winter. Biologist Kesavaraju is asking for a paid sabbatical for this research. Trustee Liddle made a motion to grant up to 90 days, between November 2012 and February 2013, of paid research time in India, but requiring work day time cards and monthly reports to be submitted electronically. The motion was seconded by Trustee Erskine and passed with a unanimous vote.

7. Facility Maintenance:

The painting of the outside doors of the shop/vehicle storage and pesticide storage buildings, which started on April 23, was reevaluated by the contractor and a product representative from Sherwin Williams on July 9. It was determined that the doors had not been properly prepared before painting and that a different primer was required. On July 10, the contractor sent a team of employees to begin removing all of the paint from the doors that had been painted. One door was prepped and repainted as a trial. It will be reevaluated on July 25.

8. Purchases:

The District Mechanic has asked to purchase a portable gas powered pressure washer. He submitted eight quotes on three brands of pressure washers that meet the needed specifications. Trustee Erskine made a motion to approve the purchase of a NorthStar Professional Series pressure washer from Northern Tool & Equipment at the quoted price of \$949.99 plus shipping. The motion was seconded by Trustee Wilson and passed with a unanimous vote.

9. Purchasing Policy:

The District's purchasing policy has not been updated since 2006 and spending limits have not been adjusted since 1994. Manager Dickson had included a marked up copy of the current policy with some proposed changes. Proposed changes include: a provision that all purchases above \$1,000.00 that are not specifically provided for in an approved budget require a pre-approval by the Board, increasing the limit from \$500.00 to \$1,000.00 on items that do not require bids, inserting a provision that bid solicitations can be sent directly to all known vendors of a product or to vendors within a reasonable distance from the District, updating references to the Utah Code, rewording the procedure for disposal of surplus property deemed to have no value, inserting provisions of having an inspection and emission test performed on all vehicles being sold, and adding a provision stating that bids that are received after a posted closing date will be rejected. Trustee Wilson made a motion to accept the changes to the Purchasing and Surplus Property Policy. The motion was seconded by Trustee Liddle and passed with a unanimous vote.

10. Report on Attended and Reminder of Upcoming Meetings:

The DSLASA Board will hold a Board Meeting on the evening of July 19 at the offices of the SLCMAD. The Board will continue discussions on a lease agreement with VDCI International for extra spray planes to be stored in the DSLASA hangar. The DSLASA Board does not want VDCI loading any pesticide into aircraft that are not being used by either MAD-Davis or our District.

The Utah Mosquito Abatement Association Annual Meeting is scheduled for October 28-30, in Moab, UT. The District Secretary has made room reservations for all staff and Board. The facility is completely booked so if any Trustees cannot attend, Manager Dickson asked that he be notified so that unused rooms can be made available to other people from the association.

The Annual Meeting of the Utah Association of Special Districts will be held at the Zermatt in Midway, Utah on November 7-9. Board Members should let Sally Beagley know if they want to attend so that she can make the reservations.

11. Manager's Report:

June had only a trace of precipitation and yet mosquito production was at a very high level. Duck hunting clubs are using most of the water flowing in the Surplus Canal to keep many of their lakes flooded. This has caused more standing water than in most wet years. This precipitated the need for about twice as much aerial adulticiding as is the normal. This year a product called Duet, prallethrin and sumithrin, has been used as an alternate to naled based formulations of adulticides. While Duet works very well from ground applications, we have not been as successful at getting the product to reach the ground target area when applied aurally.

The first West Nile Virus positive mosquito sample in Utah was collected on July 13 from Washington County. Thus far, this District has submitted 460 pools of adult mosquitoes to the state laboratory and all have been negative. As of July 10, there are twelve human cases of WNV across the US.

Service requests were very low for June.

12. Probable Agenda Items for the August 16, 2012, Board Meeting:

The August 16 Board Meeting's agenda is expected to include an update on West Nile Virus in Utah and the nation, an update on how the mosquito season is progressing, an update on facility maintenance, a report on training and meetings and a discussion on bid solicitations for new vehicles and ATV's.

The August 16 Board Meeting will be held at 12:30 PM. A box lunch will be available for Board Members at noon.

13. Adjournment:

Trustee Thomas made a motion to adjourn the July Board Meeting. The motion was seconded by Trustee Liddle and passed with a unanimous vote. The meeting was adjourned at 2:35 PM.



Sammie Lee Dickson, District Manager

8/16/2012
Date



Dr. Dagmar Vitek, Board Chair

8-16-12
Date