

**MINUTES OF THE  
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT  
January 17, 2013  
BOARD MEETING**

**1. Roll Call:**

Presiding: Dr. Dagmar Vitek, Chair 2012 / La Vone Liddle, Chair 2013

Time: 12:30 PM

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

Trustees Present: Dr. Dagmar Vitek, Board Chair 2012  
La Vone Liddle, Board Chair 2013  
Maureen M. Wilson, Vice Chair  
Todd Erskine

Trustees Excused: G.E. 'Deac' Thomas

Others Present: Sammie Lee Dickson, Ph.D., Manager  
Sally Beagley, District Secretary  
No members of the public were present

After Board Chair Vitek took a roll call, she passed the chairmanship of the Board over to La Vone Liddle. Trustee Liddle will serve as the Board Chair for 2013.

**2. Approval of the December 20, 2012, Minutes of the 2012 Budget Amendments and 2013 Budgets Hearing:**

Trustee Erskine noted that the date for the legal advertisement for the meeting as listed in item #1 is incorrect. The correct date should be 'December 10, 2012' not 'December 8, 2011.' Trustee Erskine made a motion to approve the minutes with the correction to the advertisement date. The motion was seconded by Trustee Vitek and passed with a unanimous vote.

**3. Approval of the December 20, 2012, Minutes of the December Monthly Board Meeting:**

Trustee Wilson made a motion to accept the December 20, 2012, Minutes of the December Board Meeting as presented. Trustee Erskine seconded the motion, which passed with a unanimous vote.

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

Manager Dickson reviewed the December 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.

This financial statement is the last one of the calendar year budget. During the December 2012 Board Meeting, the Board approved several line item changes to the 2012 Budget. Those changes are reflected in this financial statement.

Expenses for December totaled \$65,605.19 with \$65,605.19 from the General Fund and \$0.00 from the Capital Projects Fund. The financial statement shows that the District has \$2,993,505.18 in the Public Treasurers Investment fund. That money represents \$1,954,350.09 that the District has received in property taxes for the 2013 Budget, \$821,750 in committed funds, \$188,000 in Capital Projects Fund contribution to the 2013 Budget, \$12,000 contribution to the 2013 General Fund Budget and \$39,405 for the ongoing remodel project of the men's shower room. The remodel of the men's shower room was begun in November 2012, but will not be finished until late January 2013. When the District opens its 2013 Budget in June, the \$39,405 will have to be placed into the Budget for that project. Trustee Erskine made a motion to accept the December financial statement and to pay the bills as presented. The motion was seconded by Trustee Wilson and passed with a unanimous vote.

**5. Board Member Reappointments:**

Holly Hilton, Salt Lake City Mayor's Office, has received applications and conflict of interest statements from both Trustees Vitek and Thomas for reappointment to second four-year terms on the Board. The Mayor's Office has approved the appointments and they will now be sent to the Salt Lake City Council for confirmation.

**6. Compliance Issues at the Weber MAD:**

The newly elected State Auditor, John Dougal, attended the Weber MAD December Board Meeting. The Board Meeting was held at a restaurant and did not have proper notice given to the public. The State Auditor then posted comments on a Facebook page that have numerous responses from the public. One of the Trustee's of the Weber MAD has been posting a monthly blog about the Board Meetings that he attends. Apparently, the Weber MAD has had some non-compliance issues with nepotism, break down of the budget and open meetings. At the Weber MAD January Board Meeting, Manager Bennett, after 51 years with the district, resigned. An interim manager has been appointed. Five of the district's Board Members have been asked to resign by their respective cities. The mayors of those cities are expected to appoint themselves to serve on the Weber MAD Board.

The non-compliance issues of the Weber MAD have brought not only mosquito abatement districts but also all local districts under the scrutiny of the new State Auditor. It is important that each district evaluate their program to make sure there are no known areas of non-compliance with state law.

The District has held a yearly holiday dinner at the District's office for several years. The dinner has been funded through District funds. The Board was in agreement that in the future all holiday dinners will be 'pot-luck' with no funding from the District. Manager Dickson said that he buys supplies, using petty cash, each week during the mosquito season to cook hamburgers for the crew if everyone on the crew is at work on time for that week. In the future, no District funds will be used to buy those supplies.

**7. Facility Maintenance:**

The remodeling of the men's shower room was supposed to be complete by January 10, 2013. On the first walk through, numerous tiles on the floor, walls and ceiling were found to be in misalignment and not forming a flat surface. The tile crew has been removing and replacing the tiles during the past week. It is now projected that the project will be completed during the week of January 21, 2013.

**8. Declaration of Surplus Property:**

The District has six bicycles that it purchased in 2011 at a cost of \$450 each. The bicycles have been used extensively in the catch basin and gutter program. Manager Dickson would like the bicycles declared as surplus property so that they can be sold and replaced with new bicycles for the 2013 season. Manager recommends that the bicycles be sold for \$80 each.

In 1993, the District purchased a drafting table with accessories for \$898. At the same time, a large horizontal map case was also purchased for \$682. Both the drafting table and map case are no longer used and Manager Dickson asked the board to declare them as surplus property. Manager Dickson recommends that the drafting table be sold for \$200 and the map case for \$100.

Trustee Erskine made a motion to declare the six bicycles, drafting table and map case as surplus property and to try to dispose of them as per the District surplus property policy. The motion was seconded by Trustee Vitek and passed with a unanimous vote.

**9. Report on Attended and Reminder of Upcoming Meetings:**

There are four meetings in the next few months that are normally attended by some of our staff and Board. The American Mosquito Control Association will hold its annual meeting in Atlantic City, New Jersey, from February 24-28, 2013. This meeting is being held in New Jersey to commemorate 100 years of organized mosquito control. Assistant Manager Kesavaraju will be presenting a paper on the active host seeking time of the western tree hole mosquito, *Aedes sierrensis*. Secretary Beagley has completed the registration process, made hotel arrangements and booked airline tickets for Trustee Liddle, IT Specialist Dewsnup, Assistant Manager Kesavaraju and Manager Dickson.

The West Central Mosquito & Vector Control Association will hold its annual meeting in Albuquerque, New Mexico, on March 13-14, 2013. The District's Assistant Manager, who serves on the Board of the WCMVCA, is expected to attend that meeting.

The Utah Mosquito Abatement Association will hold its annual Spring Workshop at the office of the Utah Local Governments Trust in North Salt Lake on April 20, 2013. All District staff members as well as seasonal workers are expected to attend. Registration is twenty dollars per person, which helps pay for a lunch and rental of the facility. Trustees that have an interest are encouraged to attend. Most seasonal and year round employees from around the state will be in attendance.

The American Mosquito Control Association Legislative conference will be held in Washington, D.C., May 6-8, 2013. Manager Dickson and Assistant Manager Kesavaraju are expected to attend. Past Chair Vitek stated that she may have a conflict and be unable to attend. Trustees Liddle and Erskine both expressed interest in taking Trustee Vitek's place.

**10. Manager's Report:**

During December, the District staff used a lot of the compensatory time that they had accumulated during the busy mosquito season.

The staff continues to work on typical wintertime products such as equipment and facility maintenance, annual report and educational presentations.

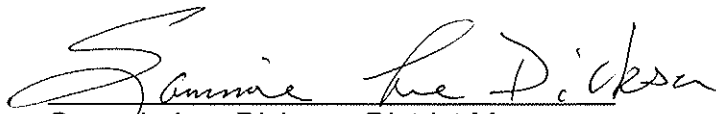
**11. Probable Agenda Items for the February 21, 2013, Board Meeting:**

The February Board Meeting will be held on February 21, 2013, at the District office, beginning at 12:30 PM. A pre-meeting box lunch will be available for Board Members at noon.

The February Board Meeting Agenda is expected to have an update on the men's shower room remodel, interviews of candidates for summer internships, information on the UMAA state-wide pesticide bid, Utah State legislative session, boxed lunches prior to Board Meetings and a report on the Assistant Manager's research.

**12. Adjournment:**

Trustee Vitek made a motion to adjourn the January Board Meeting. The motion was seconded by Trustee Wilson and passed with a unanimous vote. The meeting was adjourned at 1:40 PM.

  
Sammie Lee Dickson, District Manager

2/21/13  
Date

Dagmar Vitek  
Dr. Dagmar Vitek, Board Chair 2012

2-21-13  
Date

La Vone Liddle  
La Vone Liddle, Board Chair 2013

2/21/13  
Date

**At the conclusion of the January Board Meeting, Manager Dickson discovered that he had not set up the digital recorder properly and there is no recording of the January Board Meeting.**

**The February Board Meeting will have an agenda item to review and do again all motions that were made in the January Board Meeting.**

