

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
16 March 2017
BOARD MEETING**

1. Roll Call:

Presiding: La Vone Liddle, Chair 2017

Time: 12:37 PM

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

Trustees Present: La Vone Liddle, Chair 2017
Carlton Christensen, Vice Chair
Karen Okabe
Dr. Dagmar Vitek
Maureen M. Wilson

Others Present: Ary Faraji, PhD, Manager
Gregory White, PhD, Assistant Manager
Special Visitors:
Jason Hardman, Field Supervisor
John Feragen, Maintenance Supervisor
Greg Jensen, Vector Control Technician / Education Specialist
Quinten Salt, Vector Control Technician / Maintenance Assistant
Staff Sergeant Thomas Livingston, US Army 200th Medical Detachment
Staff Sergeant Joshua South, US Army 200th Medical Detachment
Staff Sergeant Derek Martinez, US Army 200th Medical Detachment
Sergeant Marquelle Dreis, US Army 200th Medical Detachment
Specialist Malin Burkette, US Army 200th Medical Detachment
Specialist Nichole Cox, US Army 200th Medical Detachment
Specialist Ryan McFaddan, US Army 200th Medical Detachment
Specialist Felisha Placencio, US Army 200th Medical Detachment
Specialist Nicholas Van Oene, US Army 200th Medical Detachment
Private Alex Svoboda, US Army 200th Medical Detachment
Colonel Julie Anderson, Mission Support Group Commander
Lt. Colonel Travis Perry, Force Support Squadron Commander
Chief Master Sergeant Heather Adamson, Mission Support Group
Superintendent
Senior Master Sergeant Chris Jensen, Force Support Squadron
Superintendent
Master Sergeant Phillip Fluery, Personnel Superintendent

Master Sergeant Ronald Ford, Services Superintendent
Staff Sergeant Forest Roundy, Readiness NCO
Jeff Tiede, (Civilian) Employer Support of the Guard and Reserve
Representative

It was affirmed that the voice recorder was turned on; the guests were welcomed, and introductions were made. Trustee Christensen did not have an actual conflict of interest. However, he wanted to disclose that he was involved in a real estate development about 28 years ago with Scott McNeil, who may or may not be affiliated with McNeil Engineering. He has not seen Scott McNeil for around ten years.

2. Award Presentation from the Employer Support of the Guard and Reserve:

Several visitors attended the Board Meeting in order to express their appreciation for the support SLCMAD has provided the military when Greg Jensen has been deployed. They indicated that he has a huge impact on the organization; he organizes and runs several daily operations. Two presentations were made: Manager Faraji and the District was bestowed with a Patriotic Employer Award for Contributing to National Security and Protecting Liberty and Freedom by Supporting Employee Participation in America's National Guard and Reserve Force. Second, a certificate entitled "Statement of Support for the Guard and Reserve", indicating a partnership between the District and the ESGR (Employer Support of the Guard and Reserve organization), was signed by Trustee Liddle, Ash Carter, Secretary of Defense, and Paul Mock, National ESGR Chair. An invitation to take a tour of their facility was also extended. All of the special visitors left the meeting at 12:50 P.M.

3. Approval of the 23 February 2017 Minutes of the February Monthly Board Meeting:

The Board Members had previously reviewed the 23 February 2017 minutes, and there were no additions or corrections. Trustee Vitek made a motion to approve the minutes; the motion was seconded by Trustee Wilson, and it passed unanimously.

4. Presentation of the February 2017 Financial Statements and Approval of Bills for Payment:

Trustee Liddle asked if anyone had any questions about the financial statement; only the unusual items were discussed. First of all, the \$12,000 payment to Moody's will be reimbursed to the District; the remaining \$4,000 will be paid via our bond trustee, US Bank. The CDC's \$3,270.32 check for Manager Faraji's deployment to Kosrae was received and deposited before check #9185 was issued to Manager Faraji. Documentation for check #9185, the balance sheets, the bank statement and its reconciliation, and the credit card statements with balances greater than \$1,000 were distributed for the Board to review. Expenses for the AMCA meetings were mentioned. The hotel had accidentally charged Trustee Christensen's lodging expense to the District's credit card. Once this was discovered, Trustee Christensen made arrangements with the hotel to credit the District's card and to put the charge on his personal credit card. On a side note, Manager Faraji informed the Board that the surveyor fees are not associated with the bond, so they will be paid from the Capital

Projects Fund. Also, the fee may range between \$30,000 and \$40,000. Trustee Okabe made a motion to approve the February 2017 Financial Statements and payment of bills. Trustee Christensen seconded the motion, and it carried unanimously.

5. Update of the Closing and Pricing Numbers of the Local Building Authority of Salt Lake City Mosquito Abatement District's Issuance of \$8.5 Million Lease Revenue Bonds, Series 2017:

US Bank Trustee Kim Galbraith, Attorney Mark Anderson, Financial Advisors Brian Baker and Johnathan Ward, Bond Legal Advisor Randall Larsen and Paralegal Assistant Rene Tracy, Manager Faraji, CFO Fairbanks, and Trustees Liddle, Christensen, and Okabe were present at the bond closing. The meeting had been posted on the Utah Public Notice Website because three Board Members were in attendance. The conference table was full of documents that needed to be, or had been, signed and processed. The final documentation was accomplished once the LBA minutes were formally approved. The Trustees were provided with a binder detailing all of the \$8,500,000 Lease Revenue Bonds, Series 2017 information.

6. Update on Real Estate Closing:

The real estate closing was finalized without a hitch, so we are now the proud owners of a piece of property that needs a lot of work done on it. The Trustees were provided with digital copies of the complete real estate closing documents; the Board Members also received either a complete or a condensed version of the real estate packet during the board meeting.

7. Approval to Publish Request for Proposals to Provide Earthwork Contractor Services:

Now that the property for the new location has been purchased, we can start working on projects that don't require the architectural plans to be completed, such as clearing the property, bringing in soil, and fencing the building site. The Architect and Civil Engineer have recommended publishing an RFP to provide earthwork contractor services. The airport and Dominion Engineering are currently developing properties, and the District may have the potential of procuring fill at a lower cost by utilizing some of the soil they are removing. Assistant Manager White has agreed to oversee the construction process. A motion to approve publishing a Request for Proposals to Provide Earthwork Contractor Services was made by Trustee Christensen, seconded by Trustee Okabe, and passed unanimously. Trustees Christensen and Liddle agreed to participate on the selection committee along with our Civil Engineer, Architect, Manager Faraji, and Assistant Manager White.

8. Update on ULGT and PEHP Health Care Costs:

Greg Baumgartner will be meeting with staff on 17 April 2017 to discuss the 2017 PEHP renewal options. There will be a modest increase, less than 1 percent, in premium this year. Trustee Liddle mentioned that the District had previously selected PEHP's traditional coverage, and she wondered why the traditional coverage was not selected last year. Manager Faraji indicated that Greg Baumgartner, of the Utah Local Governments Trust, is meeting with the District to discuss the 2017 PEHP renewal on April 17th at 2:00. Staff will be discussing the options at that time.

9. Discussion and Approval of Surveyor Services Contract:

The RFP for Surveyor Services was appropriately advertised, and Manager Faraji personally contacted seven different firms to invite them to submit a proposal. Six of these firms showed interest, but only one company actually submitted a formal proposal. Our legal counsel, Mark Anderson, stated that State code allows contracting with the single response, provided the firm is able to meet all of the requirements. The selection committee interviewed and rated McNeil Engineering. The scores ranged from 83 to 90 percent, and Manager White and Trustee Christensen shared their views about working with McNeil Engineering. Everyone felt confident that McNeil Engineering will satisfactorily provide the needed services. Trustee Vitek made a motion to approve contracting with McNeil Engineering to perform surveyor services for the District. The motion was seconded by Trustee Okabe, and it carried unanimously.

10. Discussion and Approval for Manager to Attend the International Forum for Surveillance and Control of Mosquitoes and Mosquito-Borne Diseases, China:

Manager Faraji has been invited by The Entomological Society of China to present at the International Forum for Surveillance and Control of Mosquitoes and Mosquito-Borne Diseases on the District's Dibrom applications and also the Asian Tiger mosquito. His hotel and registration costs would be covered. The Board was provided with cost estimates prior to the meeting; attending the forum would cost the District \$1,938.56. After the Board discussed the pros and cons of attending the forum, Trustee Christensen made a motion to approve the request to send Manager Faraji to this forum in China. Once this motion was seconded by Trustee Wilson, it was unanimously approved.

11. Report on Attended and Reminder / Approval of Upcoming Training/Meetings:

- **AMCA, 13-17 February 2017, San Diego, CA:**

The AMCA meetings were discussed previously and were only included on this agenda because the conference was held in February.

- **DSLASA, 16 March 2017, SLCMAD, UT (5:30 PM):**

The Board Members were extended an invitation to attend the DSLASA board meeting at the District this evening at 5:30 PM.

- **Clarke/North Shore/Metropolitan, 19-21 March 2017, Chicago/Minneapolis, IL/MN:**

In order to obtain more design/functionality ideas for the new facility, Manager Faraji and Assistant Manager White will be visiting facilities in Chicago and Minneapolis.

- **AMCA CDC Master Trainer Program, 22-23 March 2017, Mt. Laurel, NJ:**

AMCA called to let Manager Faraji know that the proposal to locate a training center at the Colorado State University had been approved. It is the CDC's intent to have ten training hubs where mosquito operators can receive training on the best practices for controlling invasive *Aedes* mosquitoes. Professors at CSU were given a two-week notice that two individuals were required to be in New Jersey on 23-23 March so they could become Master Trainers who would then return to do training at CSU. The professors were not pleased with the short notice. AMCA informed Manager Faraji that he was responsible for providing two persons to become Master Trainers. Assistant Manager White agreed to extend their facility-visiting trip two days and travel to New Jersey to become a Master Trainer, along with Manager Faraji.

- **MVCAC, 27-29 March 2017, San Diego, CA:**

The California program is extensive, and they have several education specialists, microbiologists, entomologists, and other technical positions. As a result, the MVCAC is one of the best intellectual meetings for mosquito control providers. Manager Faraji and Assistant Manager White will be in attendance at this conference. Assistant Manager White will leave the conference early and fly home late in the evening of 28 March. Manager Faraji will stay and visit the San Diego facilities.

- **CDC-ELC, 10-11 April 2017, Atlanta, GA:**

The State Health Department has asked Manager Faraji to attend the CDC-ELC meeting discussing ELC funding and Zika-related issues for the State of Utah. Manager Faraji will be representing the UMAA, and the Department of Health will cover all of his costs to attend this meeting.

- **AMCA Washington Days, 14-17 May 2017, Washington, DC:**

Once again, Manager Faraji has been asked to do a presentation on the Zika virus and invasive mosquitoes at a special session for legislative aides. Assistant Manager White, CFO Fairbanks, and Trustees Okabe and Christensen will also be attending this meeting. Trustee Christensen was scheduled to attend the MVCAC meetings in California; however, he has opted to attend the Washington Days instead because his expertise will be better utilized at this meeting. Trustee Okabe, as the immediate past chair, is also due to attend this meeting.

12. **Manager's Report, Including Legislative Updates:**

Manager Faraji had previously provided the Board with a copy of the Manager's Report for review. Assistant Manager gave a surveillance update on the BG-Counter that Biogents created to fit on the top of a BG Sentinel Mosquito Trap. As was explained last board meeting, the BG Sentinel Trap is the best trap for the *Aedes* invasive species. The BG-Counter automatically differentiates mosquitoes from other insects entering the trap, counts them, and wirelessly transmits the results to a cloud server. Via an application, insights into daily activity patterns, adult density, and control effectiveness can be managed. The BG-Counter is a great surveillance tool because it enables real-time measurements and collects environmental data such as temperature and relative humidity.

The \$1,400 BG-Counter is currently available in limited quantities, but Assistant Manager White was given one of the counters for research purposes. The Board was shown a customized unit designed and 3-D printed by IT Technician Dewsnup, which nicely attaches the counter with a fan to an existing CO₂ trap. (Biogents is very interested in expanding their services for *Culex* populations, and the company has also requested that the counter be placed in our different mosquito colony cages so that they can learn how to discern the wing beat frequencies of different mosquito species.)

Eleven seasonals are returning, and nearly all of the fourteen new seasonals have responded to our job offers. We are pleased with the two interns: one is more interested in lab work, and one is more interested in field work. One of the projects will focus on modifying the CO₂ traps so CO₂ canisters can be utilized rather than dry ice.


The Board Members had previously received a legislative update, so Manager Faraji only touched on HB280, HB315, and SB94. On HB280, UT is one of the few States that allows local government entities to control pesticide regulations. The goal of this bill was to allow only the Department of Agriculture to regulate pesticide control. Manager Faraji and Assistant Manager White attended the committee hearing to testify, and this bill successfully passed. On HB315, this bill established some additional aquatic regulations for entities that rear fish. We were successful in getting mosquito abatement districts explicitly identified as public entities that are exempt from the additional regulations. On SB94, the Utah Association of Special Districts hired some additional lobbyists to assist in modifying this bill. They were able to persuade Senator Fillmore to revise the bill until it was not as detrimental to special districts. Even though this bill will affect other special districts, it will not affect the SLCMAD because we have appointed board members who only represent one city (SLC).

13. **Probable Agenda Items for 20 April 2017 Board Meeting, 12:30 PM:**

- Manager's Report
- Architect Update
- Construction Update
- Annexation Update
- Personnel Policies Update

14. **Adjournment:**

The meeting was adjourned at 1:55 PM. A boxed meal will be available at 12:00 P.M. for the Board Members prior to the April Board Meeting.



Ary Faraji, District Manager

20 APR 17
Date



La Vone Liddle, Chair

04/20/2017
Date