

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
19 October 2017
BOARD MEETING**

1. Presiding: La Vone Liddle, Chair 2017
- Time: 12:30 p.m.
- Place: 2020 North Redwood Rd., Salt Lake City, UT 84116
- Trustees Present: La Vone Liddle, Chair 2017
Carlton Christensen, Vice Chair
Karen Okabe, Trustee
Dr. Dagmar Vitek, Trustee (Left after Item 12 at 2:40 p.m.)
Maureen Wilson, Trustee
- Others Present: Ary Faraji, Ph.D., District Manager
Gregory White, Ph.D., Assistant Manager
Aleta Fairbanks, CFO
Brad Sorensen, Urban Supervisor (Left at 1:04 p.m.)
Gary Hatch, MAD - Davis (Left at 1:04 p.m.)
Jeff Gines, MAD - Davis (Left at 1:04 p.m.)
Paul Gines, MAD - Davis (Left at 1:04 p.m.)
Joel Shegrud, MAD - Davis (Left at 1:04 p.m.)

Assistant Manager White indicated that the voice recorder was turned on; the meeting was called to order at 12:30, and there were no conflicts of interest declared.

2. Drone Updates and Demonstration:

Representatives from the Mosquito Abatement District – Davis were in attendance to learn about the DJI Agras MG-1S QT-1372a drone and to observe a field demonstration. Urban Supervisor Sorensen, who is a licensed helicopter pilot, explained a few of the FAA regulations that are required in order to fly a drone over the properties that fall within the SLCMAD's service area. The drone is currently capable of liquid spraying, and the District plans to convert the machine to also allow granular applications. As technology improves, mosquito control will obviously change as well. In order to see the drone in action, a recess from the meeting was taken by all present between 12:45 p.m. and 1:04 p.m.

3. Approval of the 21 September 2017 Minutes of the September Public Hearing and the 21 September 2017 Minutes of the September Monthly Board Meeting:

Having previously reviewed both sets of minutes, Trustee Wilson made a motion to approve the 21 September 2017 Public Hearing Minutes. The motion carried unanimously after being seconded by Trustee Christensen. The motion to approve the 21 September 2017 Regular Board Meeting Minutes also passed unanimously after the motion was proposed by Trustee Christensen and seconded by Trustee Wilson.

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

The financials had also been distributed to the Board prior to the Board Meeting. The bank statement and its reconciliation, along with the balance sheets, were passed around for the Board to review. The credit card receipts and statements for all payments over \$1,000 were also circulated. CFO Fairbanks briefly discussed the account balances, revenue, and expenses of the District. As expected, the cost for September's aerial applications was high, and \$115,876.55 was remitted to the Davis-Salt Lake Aerial Spray Authority (DSLASA) to replace the Dibrom insecticide that was used this year. The balance remaining in the Construction Bond Account on 30 September 2017 was \$5,952,984.68. Trustee Vitek made a motion to approve September's bills for payment and the September 2017 Financial Statements; Trustee Christensen seconded the motion, and it was unanimously passed.

5. 2017 Budget Amendments and 2018 Tentative Budget Discussion and Approval:

Manager Faraji broadly discussed the 2017 budget amendments and the 2018 proposed budgets, including the possibility of reimbursing DSLASA for the larvicides utilized in 2018, hiring one or two more employees in 2018, and the results of the salary survey conducted by Compensation Resources, Inc. He was displeased with the preliminary format of the salary survey and has requested that Diana Neelman provide more detailed breakdowns of the data. Diana Neelman has been invited to present her findings at the 30 November 2017 Board Meeting. Manager Faraji would like a subcommittee of two board members to meet and discuss the survey with Diana Neelman before the Board Meeting on 30 November. Because of all of the newly-annexed areas that will require treatment, Trustee Christensen indicated there is a need to increase taxes and encouraged management to begin this process as soon as necessary.

CFO Fairbanks and Manager Faraji discussed the 2017 and 2018 line items which were modified from the budgets that were previously approved in June of this year. Worksheets supporting the 2018 budgets were projected on the wall and reviewed. Trustee Christensen made a motion to approve the proposed 2017 Budget Amendments and the 2018 Tentative Budget. The motion carried unanimously after it was seconded by Trustee Wilson.

6. Annexation Updates on Magna MAD, Salt Lake City, South Salt Lake Valley MAD, and Unincorporated Salt Lake County and Emigration Canyon Metro Township (Additional Board Member Appointment Discussion):

The SLCMAD and Magna Mosquito Abatement Board Members had previously approved the Joint Resolution of the SLCMAD and the Magna Mosquito Abatement District Declaring an Intent to Adjust Common Boundaries on 20 July 2017 and 5 July 2017, respectively. Because the required public notices and 60-day waiting periods had been met, both Boards held a joint Public Hearing on 21 September 2017; both Districts approved the Joint Resolution thereafter. The Lieutenant Governor has been provided with all of the documentation, and everything should be completed by November's board meeting.

The Salt Lake City Council passed the Joint Resolution of the SLCMAD and Salt Lake City Declaring an Intent to Adjust Common Boundaries on 19 September 2017, plans on holding their public hearing on 21 November 2017, and hopes to approve the Joint Resolution on 28 November 2017; the SLCMAD approved the same Joint Resolution on 21 September 2017. SLCMAD's public hearing for this annexation and the regular board meeting, where the Joint Resolution may possibly be approved, will be held on 30 November 2017. We hope to have all required documentation to the Lieutenant Governor by 31 December 2017.

Manager Faraji reviewed the SLC properties that are currently paying property taxes to the South Salt Lake Valley Mosquito Abatement District. SLCMAD has been providing mosquito abatement services to these areas; SSLVMAD had no problem turning these tax dollars over the SLCMAD and approved the Joint Resolution of the SLCMAD and the South Salt Lake Valley Mosquito District Declaring an Intent to Adjust Common Boundaries on 9 October 2017; their public hearing will be held on 11 December 2017.

After some discussion, it was decided to not pursue annexation of the unincorporated Salt Lake County areas. SLCMAD will request a signature block on new development being planned in the applicable incorporated areas and will work to secure property tax dollars at that time. Manager Faraji will also reach out to Emigration Canyon Metro Township to inform them concerning the District's current service area and inquire about whether the township would like to receive mosquito abatement services from the District. Annexation of Emigration Metro Township will not entail the addition of a Board member from that township because 75% or more of the area of the District is within the boundaries of a single municipality (Salt Lake City).

7. Discussion and Approval of a Joint Resolution of the SLCMAD and the South Salt Lake Valley Mosquito Abatement District Declaring an Intent to Adjust Common Boundaries:

Trustee Christensen made a motion to approve the Joint Resolution of the SLCMAD and the South Salt Lake Valley Mosquito Abatement District Declaring an Intent

to Adjust Common Boundaries. This motion was seconded by Trustee Vitek, and it passed unanimously.

8. Discussion and Approval to Purchase Annexation of Emigration Canyon Metro Township:

Attorney Mark Anderson has indicated that the Emigration Canyon Metro Township area is approximately 11% of SLCMAD's service area, which is considerably less than 25% of SLCMAD's boundaries. Utah Code stipulates that, where 75% of the properties are represented by one single city (Salt Lake City), it is not necessary to appoint an additional board member representing an area under 25%. Therefore, if SLCMAD were successful in annexing the Emigration Canyon Metro Township, no changes to the Board would be required. The Board of Trustees discussed the pros and cons of pursuing annexation with the Emigration Canyon Metro Township, and different avenues for obtaining annexation were mentioned. Trustee Christensen encouraged Management to reach out to the township, explain the situation, find out the climate of the public opinion, and ask if annexation would be a possibility. Should annexation appear to be beneficial, Trustee Christensen made a motion to pursue annexation. Trustee Vitek seconded the motion, and it carried unanimously.

9. Discussion and Approval to Surplus a 2004 ATV 200 Trailer (-5194), 2010 Chevy Colorado (-2723), 2006 Ford Ranger (-0451), 2014 Honda TRX500ES ATV (-1129), 2014 Honda TRX500ES ATV (-1130), and 2014 Honda TRX500S ATV (-1804):

It has generally been the practice to declare older equipment as surplus once it has been utilized in the field for about three years and replace it with new equipment. Trustee Vitek made a motion to surplus the above-mentioned trailer, four ATVs, and two trucks. Her motion unanimously passed after being seconded by Trustee Christensen.

10. Discussion and Approval to Purchase a Canon Copy Machine (State Contract):

The current copy machine is quite old and has been jamming frequently. Manager Faraji requested permission to purchase a new copier machine; he has been looking at Canon's ImageRUNNER Advanced C5540i, which is on the state contract for \$6,210.00. Trustee Christensen made a motion to approve purchasing a Canon copier through the State of Utah Digital Copier Contract AR457 NASPO 3091. Trustee Vitek seconded the motion, and it carried unanimously.

11. Board Member Travel Stipend Discussion:

Upon hearing legal counsel's advice, it may be necessary to change the District's Bylaws concerning travel. Because all travel arrangements have already been made and

travel per diems have been distributed this year, it was decided to finish 2017 based on the District's policies already in place. The travel stipulations recommended by Attorney Rachel Anderson will be put into place for 2018.

12. Update on Board Member Appointments:

Trustee Vitek has submitted an application to remain as one of the District's Board of Trustees; the posting for this position expired in September, but we haven't heard anything from the Salt Lake City Council about officially reappointing Trustee Vitek or appointing a new Board Member. Manager Faraji agreed to draft a letter inquiring about Dr. Vitek's reappointment on behalf of Vice Chair Christensen to diplomatically inquire about the status of Dr. Vitek's Board reappointment.

13. Visit from Salt Lake City Corporation Office of the Mayor Regarding a Diversity Survey:

Manager Faraji had forwarded an optional diversity survey from the Salt Lake City Corporation Office of the Mayor to the Board Members. The Trustees felt uncomfortable with some of the questions and decided they would not participate in the survey. Manager Faraji had responded to the email from the Mayor's office and had invited representatives to attend our monthly Board meeting; however, no one has responded.

14. Update on Notice of Claim from Ray Quinney & Nebeker:

In 2016, a cyclist was run over by a Waste Management truck and incurred over \$700,000 in medical expenses. His attorney, Ray Quinney & Nebeker, named SLCMAD co-respondent to the claim. Where Waste Management has not been providing garbage removal services for the District, the District's insurance carrier (Utah Local Governments Trust) is asking for this tort notice to be dismissed.

15. Update on Salary Survey:

The District has requested Compensation Resources, Inc. to provide additional breakdowns of the collected survey data, and this data will be available around the middle of November. Our consultant, Diana Neelman, has been invited to present her survey results to the Trustees. The information will be sent out to the Board to examine once it has been finalized. Trustees Okabe and Liddle agreed to meet with her to review the survey results prior to the 30 November 2017 monthly board meeting. They would like to meet with Diana at 10:00 a.m. on 30 November, and the regular board meeting will begin at 4:00 p.m. that same day.

16. Update on Construction Manager, Earthwork Contractor, and Architects:

Construction Control Corporation has been sending weekly reports to the District, and Manager Faraji has been pleased with the work Kris Larson has been providing. He has been taking charge and has helped resolve a few unforeseen situations that have arisen. Harper Construction has made sure that the excavation work has been performed efficiently, and Design West is making good progress on the architectural designs.

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

- **NWMVCA, 3-6 October 2017, Whitefish, MT**

The Northwest Mosquito and Vector Control Association meetings are very informative. This year Manager Faraji presented two papers at the conference.

- **North Carolina "Train the Trainer" Workshop, 9-10 October 2017, Carolina Beach, NC and Florida "Train the Trainer" Workshop, 24-25 October 2017, Anastasia, FL.**

The SLCMAD will be helping to host an AMCA "Train the Trainer" event in 2018. In preparation for this occasion, Manager Faraji and Assistant Manager White are attending workshops in North Carolina and Florida; they plan to pick up some "dos and don'ts" that will make our western event run more smoothly and productively. Assistant Manager White attended the Carolina Beach, NC "Train the Trainer" workshop, which also covered South Carolina and Virginia. Manager Faraji will be attending the "Train the Trainer" workshop in Anastasia, FL. He will be providing three presentations in addition to presenting some awards on behalf of AMCA.

- **UMAA, 29-31 October 2017, Park City, UT**

The permanent staff and the Trustees are invited to attend the UMAA meetings, and the rooms have been booked. Former Trustee Todd Erskine, who represents the District on the DSLASA Board, will also be attending the UMAA meetings; this will allow him to remain compliant with the State Board Member Training requirements.

- **UASD, 1-3 November 2017, Layton, UT**

Interested Board Trustees, Assistant Manager White, and CFO Fairbanks will be attending the UASD Meetings in November at the Davis Conference Center.

- **ESA, 5-8 November 2017, Denver, CO**

Manager Faraji will be attending the Entomological Society of America meetings in Denver, Colorado.

18. Manager's Report (Including Personnel, Vector Surveillance, and Operations Update):

Even though the mosquito numbers have been dropping off, the *Aedes dorsalis* are still looking for their last blood meal and several adulticide applications were conducted in October. Further information on the Vector Surveillance Report was included in the Manager's Report this month, and it contains updates on all of the research trials that the District has been conducting.

19. Probable Agenda Items for 30 November 2017 Monthly Board Meeting at 4:30 p.m.:


- Salary Survey Results
- Annexation Updates
- Construction Updates
- Manager's Report

20. Adjournment:

Trustee Christensen made a motion to adjourn the meeting at 3:07 p.m. A boxed meal will be available at 4:00 p.m. for the Board Members prior to the November Board Meeting at 4:30 p.m. The scheduled Public Hearing will be held at 6:00 p.m.


Ary Faraji, Manager

30 Nov 17
Date


La Vone Liddle, Chair

11/30/2017
Date