

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
18 April 2019
BOARD MEETING**

Presiding: Dr. Dagmar Vitek, Chair 2019

Time: 12:30 p.m.

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

Trustees Present: Dr. Dagmar Vitek, Chair 2019
Maureen M. Wilson, Vice-Chair
Carlton Christensen
La Vone Liddle

Trustees Absent: Karen Okabe

Others Present: Ary Faraji, Ph.D., Executive Director
Gregory White, Ph.D., Assistant Director
Aleta Fairbanks, CPA, CFO

1. Roll Call:

Trustee Vitek called the meeting to order at 12:30 p.m. Assistant Director White confirmed that the voice recorder was turned on, and no conflicts of interest were declared.

2. Public Comment:

There were no public comments.

3. Approval of the Minutes from the 21 March 2019 Monthly Board Meeting:

The Trustees had received a copy of the March 2019 Board Meeting Minutes previously, and no modifications were necessary. Trustee Christensen made a motion to approve the 21 March 2019 Board Meeting Minutes; the motion was seconded by Trustee Liddle and passed with a unanimous vote.

4. Presentation of the March 2019 Financial Statements and Approval of Bills for Payment:

Copies of the financial statements were distributed to the Board Members prior to the Board Meeting, and CFO Fairbanks circulated the balance sheets, the credit card receipts for the credit card statements having a balance over \$1,000, and the General Fund's reconciled bank statement. Trustee Liddle made a motion to approve the March 2019 Financial Statements and bills for payment; Trustee Wilson seconded the motion, and it carried unanimously.

5. 2019 Legislative Updates:

Executive Director Faraji distributed a concise list of the bills that had passed the 2019 Legislative Session, and he briefly commented on Senator Fillmore's Truth in Taxation Amendment, SB 179, that received a lot of attention from the Utah Association of Special Districts this year. Thanks to our involvement in contacting our legislative representatives and letting them know how this bill would negatively affect our District, the egregious restrictions were removed in the 3rd Substitute. Now, if the taxing entity is holding a public hearing to discuss a proposed tax increase, this bill limits the agenda items to "discussion and action on the taxing entity's intent to levy a tax rate that exceeds the taxing entity's certified tax rate, the taxing entity's budget, a local district's or special service district's fee implementation or increase, or a combination of these items". It requires a public meeting addressing the general business of the taxing entity that occurs on the same date as a public hearing when discussing a proposed tax rate increase to conclude before the public hearing on the proposed tax rate increase begins, stipulates no business can be conducted after the public hearing, prohibits unreasonable restriction on the number of individuals who offer public comment, and prohibits a taxing entity from holding a public hearing to discuss a proposed tax rate increase on the same date as another public hearing unless it is the taxing entity's budget hearing.

6. Update on Lieutenant Governor Local Government and Limited Purpose Entity Registry (67-1a-15):

The Lieutenant Governor's Office is creating an entity registry website and online registration tool stemming from recently-passed legislation, which requires all Local Government entities to register and submit information online. Executive Director Faraji wanted to let the Board know that there will be a minimal registration fee, and the names of the Board Members will be submitted to this registry.

7. Discussion and Approval of Services Agreement for Heather Anderson and Update on State Prison:

Jim Russell (Director of the Division of Facility Construction and Management, Utah Department of Administrative Services) met with Heather Anderson (District Lobbyist), Operations Supervisor Hardman, and Executive Director Faraji at the new prison construction site. Mike Ambre (Assistant Director of the Division of Facility Construction and Management, Utah Department of Administrative Services) and Steve

Turley (Utah Department of Corrections) also met with them. They were shocked to hear the cost of mosquito control, and they asked the District to document all surveillance, inspections, and treatments, including those made by hand, aerial, and ATV. They were receptive to our need to access the site, and they are putting in a gate for us to utilize. Staff is putting numbers together on the larvicide and adulticide treatments that will be required to control mosquito populations in the prison's general area, and the MOU for the UT Administrative Services is being drafted and reviewed by our attorney and staff. Once prepared, it will be presented to the Board for approval. The District should be reimbursed for services provided during 2019, 2020, and 2021 during the construction phase. Then, funds should be provided by the Department of Corrections. Steve Turley mentioned that we will have limitations on flying over the site with an airplane or drone, which will most likely require a notification process.

Felshaw King, DSLASA's Attorney, reviewed Heather Anderson's contract, including the addition of issues arising from the new Inland Port and other modifications made by Executive Director Faraji. Heather Anderson's Services Agreement was unanimously approved through a motion made by Trustee Christensen and seconded by Trustee Wilson.

8. Discussion of Board Appointments:

Board appointments for Trustees Christensen and Wilson will expire at the end of this year; Trustee Christensen is willing to be re-appointed, but Trustee Wilson would like to go off of the board once her term is completed. She has agreed to continue serving until a replacement has been appointed.

Trustee Okabe has reluctantly submitted her resignation from the Board due to significant family health issues that are now a priority in her life. She has provided dedicated assistance to the District for many years, and her beneficial input will be seriously missed. Executive Director Faraji will contact Lehua Weaver, Council Associate Deputy Director for the Salt Lake City Council Office, and begin the replacement process for Trustee Okabe. Advertising to replace Trustee Wilson and the reappointment of Trustee Christensen will be instigated later in the year.

9. Discussion and Approval of Revised Board Calendar for November 2019:

November's ESA Meeting conflicts with the Board's scheduled meeting on 21 November 2019, and Executive Director Faraji asked the Trustees if it would be possible to move the date to 14 November 2019. Trustees Liddle, Vitek, and Wilson are free on the 14th. Trustee Christensen indicated that he could most likely make the 14th work if the Board Meeting is pushed back to 2:00 p.m. rather than 12:30 p.m. Trustee Liddle made a motion to move November's Board Meeting to 14 November 2019 at 2:00 p.m. The motion carried unanimously after being seconded by Trustee Christensen.

10. Construction Updates and New Facility Transition:

There have been a few concerns that have surfaced this past month. Hogan's Project Manager who was overseeing our construction has gone to work for another General Contractor, which has slightly disrupted productivity. Also, another troublesome situation is the amount of excessive water; the site is flooded everywhere except for the buildings. It has been too wet to rectify the depth of the detention ponds, and we are in the process of pumping the standing water to the west end of our property. Hogan's progress is now running behind schedule because of the wet weather this spring, and they have requested an extension on the completion date. We have negotiated a 15-day extension for Hogan Construction, pushing the substantial date of completion to 28 May 2019.

Now that everything is coming together, there is some irritation with how Design West has missed several important design features. For example, there is a problem with the windows in the fish hatchery. These windows must be able to open in order to regulate temperature and humidity, but the frames that have been installed are for stationary windows. Discussions on who will finance and how to handle the problems are underway, and these battles may cause further delays.

11. Discussion and Approval for Promotion of VCT/Assistant Mechanic Salt to Rural Field Supervisor:

Replacing our previous Rural Field Supervisor requires someone who is familiar with the terrain and has a good rapport with the people in the service area. Our current employee, VCT/Assistant Mechanic Quinten Salt, has this experience, and he has also had experience driving ATVs, the tracked vehicles, and the boat. Our legal counsel has indicated that we are able to promote from within the District without having to advertise this job opening. Executive Director Faraji requested permission to promote Quinten Salt to the Rural Field Supervisor position with an annual salary of \$46,511.43; this 5% increase to his current salary is warranted because of the additional responsibilities he will be required to perform. Trustee Liddle made a motion to grant approval to promote VCT/Assistant Mechanic Salt to Rural Field Supervisor with an annual salary of \$46,511.43. The motion was seconded by Trustee Christensen, and it passed unanimously.

12. Discussion and Approval to Hire for Vacant Mechanic/Maintenance Position:

Previous long-term plans of the District were to have Quinten Salt become Head Mechanic when Maintenance Supervisor Feragen retired; his promotion to Rural Field Supervisor has created a vacancy which needs to be filled. Our new property will require more equipment and additional facility maintenance. It is apparent that increased maintenance demands will require full-time attention, so a new employee will not split his/her time between the field and the facility. Maintenance Supervisor Feragen is nearing retirement age; therefore, we will need to hire a more experienced mechanic who will be able to quickly adapt to our District's specialized equipment and protocols.

Executive Director Faraji requested permission to create a new mechanic's position with a salary range of \$40,000 to \$65,000 per year. He would like to advertise the position and take a month to see who applies. Trustee Wilson made a motion to approve hiring someone to fill the vacant Mechanic/Maintenance position within the \$40,000 to \$65,000 annual salary range. This motion was seconded by Trustee Liddle, and it carried unanimously.

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

- **ESA-PAB, 1-4 April 2019, San Diego, CA**

The Pacific Branch of the Entomological Society of America met in San Diego during April; it's a fairly small group that is isolated by the agriculture and forestry industries. Executive Director Faraji was an active member of the Eastern Branch while in New Jersey, and he is on the Editorial Board of ESA's Journal of Medical Entomology. He met with the current Pacific Branch President and also the President of the ESA and discussed means to increase mosquito and vector control presence at this meeting. He will be conducting a vector surveillance symposium at this branch meeting in 2020.

- **CA Mosquito and Vector Control Districts, 7-11 April 2019**

The District sponsored Biologist Nadja Reissen to visit two mosquito and vector control districts in California in order to learn from their methods of conducting laboratory testing, mosquito surveillance, and vector control. She spent two days each with the West Valley Mosquito and Vector Control District and the Coachella Valley Mosquito and Vector Control District.

- **UMAA Workshop, 13 April 2019, North Salt Lake**

The District sent all seasonal and most of the full-time staff to the Utah Mosquito Abatement Association's annual Spring Workshop training. Assistant Director White assisted with the program and presented on bees and bee health during the meeting. The meeting was well attended by all staff and seasonal employees of mosquito abatement districts in the State of Utah.

- **SUPMF, 22-26 April 2019, Singapore**

The Board previously approved Executive Director Faraji's participation in the Singapore Pest Management Forum meetings. The host association will be paying for his registration, lodging, and food while at the conference. They are also providing a \$500 honorarium which he will use for lodging in order visit the National Environment Agency and also conduct field sampling for mosquitoes. He has been scheduled for newspaper interviews in the field, and he will be participating in a one-hour live news interview at 10:00 p.m.

- **AMCA Washington Days, 14-16 May 2019, Washington D.C.**

AMCA's legislative Washington Days will begin on 14 May 2019 this year. The legislative issues will be covered on Tuesday, Congress visits will be conducted on Wednesday, and follow-up discussions and training will be held on Thursday. This conference will be attended by Executive Director Faraji, Trustee Christensen, and CFO Fairbanks; Executive Director Faraji has also setup meetings with our regulators at the EPA and FAA on Thursday to discuss the Endangered Species Act and Unmanned Aerial Systems as they relate to mosquito control. Trustee Christensen will be splitting his time between representing the District and the Utah Transit Authority, and he has invited Executive Director Faraji to join him while he visits with Senator Lee and Senator Romney about UTA and mosquito issues. Executive Director Faraji will be representing the District and also the American Mosquito Control Association, as the President Elect of that organization.

- **NAVCO, 15-16 May 2019, Ft. Collins, CO**

The National Association of Vector-borne Disease Control Officials annual meeting will occur at the end of the Washington D.C. conference, and Assistant Director White has accepted an invitation to attend these meetings. The State of Utah (Public Health Department) will cover all costs associated with his attendance at this meeting.

14. Executive Director's Report:

Executive Director Faraji updated the Board on the following items: (1) Four seasonal employees have joined the abatement team so far this year, and more will be added as they become available. (2) We have received a \$786 check from the Utah Local Governments Trust for our participation in the Trust Accountability Program safety program. This money will be used towards our summer safety luncheons. Thanks to Assistant Director White for his hard work organizing and compiling the paperwork required to qualify for this award. (3) Traps will start going out next week. We don't anticipate testing for mosquito-borne pathogens until June. (4) One of the new vehicles is being retrofitted for the trap personnel. (5) Assistant Director White provided a Laboratory Report on mosquito surveillance, our planned projects for this year, and an update on grants and collaborations we have applied for in 2019. We are involved in some exciting studies, and we will be hiring two interns to assist with these projects. Trustee Wilson was instrumental in providing guidance on an Environmental Assessment survey that must be completed by local environmental groups prior to us completing a grant with the US Air Force. (6) Assistant Director White and Executive Director Faraji have been instrumental in introducing and promoting UtahSurv, and we are proud of this effort to expand the program. Hawaii, Louisiana, New Jersey, Oregon, and Washington have all indicated an interest in the program. Additionally, we have provided data to VectorBase, another repository for mosquito bioinformatics data that may also include genetics, pathogen, and insecticide resistance information. We have been one of the first Districts

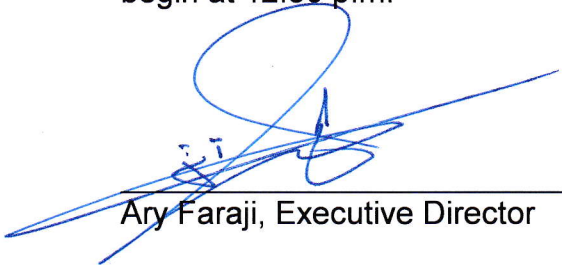
to provide such data to Dr. Samuel Rund from the University of Notre Dame, and he has indicated that he would like a greater presence from mosquito control districts in this resource center. (7) Biologist Reissen visited some California districts on 7-11 April 2019 to see how they run their laboratories and testing. We wanted her to be exposed to other Districts and learn from their operational and laboratory methods. (8) The UMAA Spring Workshop was held 13 April 2019, most of the seasonals were able to attend, and Assistant Director White gave a presentation on bees and bee health.

15. Probable Agenda Items for 23 May 2019 Monthly Board Meeting, 12:30 p.m.:

- Construction Updates
- Anticipated Completion Date / Open House Discussion / Facility Transition
- Prison Relocation Updates
- Executive Director's Report

16. Adjournment:

Trustee Christensen made a motion to adjourn the meeting at 2:01 p.m. A boxed lunch will be available before the 23 May 2019 regular monthly board meeting, which will begin at 12:30 p.m.



Ary Faraji, Executive Director

23 MAY 19
Date



Dr. Dagmar Vitek, Chair 2019

5-23-19
Date