

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
December 20, 2012
BOARD MEETING**

1. Roll Call:

Presiding: Dr. Dagmar Vitek, Board Chair

Time: 6:20 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
Maureen M. Wilson

Trustees Excused: None

Others Present: Sammie Lee Dickson, Ph.D., Manager
Banugopan Kesavaraju, Ph.D., Assistant Manager (via Skype)
Sally Beagley, District Secretary
No members of the public were present

2. Approval of the November 15, 2012, Minutes of the November Monthly Board Meeting:

Trustee Liddle made a motion to accept the November 15, 2012, Minutes of the November Board Meeting as presented. Trustee Erskine seconded the motion, which passed with a unanimous vote.

3. Presentation of November 2012 Financial Statements and Approval of Bills for Payment:

Manager Dickson reviewed the November 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 November totaled \$69,522.20 with \$69,522.20 from the General Fund and \$0.00 from the Capital Projects Fund. Trustee Erskine made a motion to accept the November financial statement and to pay the bills as presented. The motion was seconded by Trustee Liddle and passed with a unanimous vote.

4. Approval of the 2012 Budget Amendments:

Trustee Erskine made a motion to approve the 2012 General Fund and Capital Projects Fund Budgets as presented in the Budget Hearing which preceded this Board Meeting. Trustee Wilson seconded the motion and it passed with a unanimous vote.

5. Approval of the 2013 Budgets:

Trustee Liddle made a motion to approve a 2013 General Fund Budget of \$2,033,000 and a 2013 Capital Projects Fund Budget of \$194,000. Trustee Thomas seconded the motion and it passed with a unanimous vote.

6. Davis – Salt Lake Aerial Spray Authority:

The DSLASA Board met at the MAD – Davis office in Kaysville, on December 13, 2012. The agenda for the meeting included a public hearing concerning the 2013 Budgets. No members from the public were in attendance. The 2013 General Fund Budget of \$306,500 includes a \$151,000 contribution from both the Salt Lake City MAD and the MAD – Davis. The 2013 Capital Projects Fund of \$371,100.00 includes a line item of \$263,100 for a payment on the hangar building bond and setting up a committed fund of \$71,000 for future maintenance costs. The DSLASA Board approved the 2013 Budgets.

7. 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. The Board Chair, Manager, Assistant Manager and one staff member are expected to attend this meeting.

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. 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. Past Chair Vitek, Manager Dickson and Assistant Manger Kesavaraju are expected to attend.

8. Board Member Reappointments:

Salt Lake City has received the paperwork from Dr. Dagmar Vitek but not from Gayle Thomas for the reappointment to a second four-year term. The terms of both Trustee Vitek and Thomas will expire on December 31, 2012. Both Trustees can continue to serve on the Board until the official reappointment process is completed by Salt Lake City. Manager Dickson has spoken with Holly Hilton in the Mayor's office and believes that both Trustees will be appointed to second four-year terms.

9. Board Member Information for Retirement Office:

At the Utah Association of Special District Annual Meeting, Manager Dickson learned that the Utah State Retirement System is requiring that all Board Members be entered into the retirement system as employees categorized as not eligible for retirement benefits through their position as Board Members of the District. By state code, Board Members cannot be employees of the District and yet the retirement system classifies them as employees of the District if they receive a stipend. Manager Dickson asked each Trustee to provide their name, social security number and birth date to complete the URS enrollment.

10. Educational Reimbursement:

The District Education Specialist, Greg Jensen, has just been accepted to the Westminster College program of Masters in Education. The District has a long standing policy of reimbursing employees for college classes that contribute to their job performance. Manager Dickson believes that all of the classes in the Masters in Education program would apply and benefit the work that Greg Jensen does for the District. Manager Dickson stated that the cost of the program over a three year period will be \$18,960 plus books. Trustee Liddle made a motion that the District reimburse Educational Specialist Greg Jensen in this Masters in Education Program as long as he meets the District policy standards, which include continued employment by the District for a minimum of two years following completion of classes, a grade point average of at least a 2.0 and submission of successful completion of classes. The motion was seconded by Trustee Thomas and passed with a unanimous vote.

11. Manager's Report:

The last report for the year from CDC on West Nile virus was made on December 11, 2012. The number of human West Nile Virus cases across the United States increased to 5,387, the second largest number of human cases reported since the virus was first detected in the U.S. in 1999. Utah has confirmed five human WNV cases, with one death in Box Elder County in 2012.

The staff continues its winter duties of repairing and servicing of the District's equipment and facilities.

The remodel of the men's shower room started in late November is making progress towards a completion date of January 10, 2013. The total project cost is now at \$44,843.02. This includes the original contract of \$37,967 to Arnell-West Construction, \$108 to Salt Lake City Public Utilities, \$975.57 for permits from Salt Lake City, \$3,650 to Harper Engineering for plan design and bid documents, change order #1 for \$841.80, for the use of Durarock instead of Durashield on the walls and change order #2 for \$1,300.65 for the addition of a waterproofing membrane in the floor.

Assistant Manager Kesavaraju gave a lengthy presentation to the Board of the research projects that he is currently doing in India. The report was given through Skype. He has had problems of getting governmental officials to cooperate with the research so has been working with a branch of Loyola College. Assistant Manager Kesavaraju has given several lectures at the college and is training two graduate students in the procedures of surveillance. It is hoped that these students can help carry on his research when he returns back to the District in early February.

12. Probable Agenda Items for the January 17, 2013, Board Meeting:

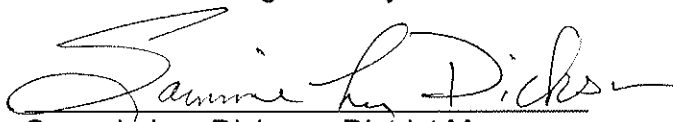
The January Board Meeting will be held on January 17, 2013, at the District office, beginning at 12:30 PM. A pre-meeting box lunch will be available for Board Members at noon.

The January Board Meeting Agenda is expected to have an update on the men's shower room remodel, information on the UMAA state-wide pesticide bid, Utah State legislative session and a report on the Assistant Manager's research.

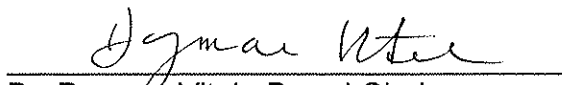
The chairmanship of the Board will be passed from Dr. Dagmar Vitek to Trustee LaVone Liddle at the January meeting.

13. Adjournment:

Trustee Liddle made a motion to adjourn the December Board Meeting. The motion was seconded by Trustee Thomas and passed with a unanimous vote. The meeting was adjourned at 7:33 PM.


Sammie Lee Dickson, District Manager

1/17/13
Date


Dr. Dagmar Vitek, Board Chair

1-17-13
Date