

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
August 21, 2014
BOARD MEETING**

1. Roll Call:

Presiding: Maureen Wilson, Chair 2014

Time: 12:30 PM

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

Trustees Present: Maureen M. Wilson, Chair
Todd Erskine, Vice Chair
La Vone Liddle
Karen Okabe(arrived at 12:34 pm, item # 2)
Dr. Dagmar Vitek

Trustees Excused: None

Others Present: Sammie Lee Dickson, Ph.D., Manager
Ary Faraji, Ph.D., Assistant Manager / Biologist
Sally Beagley, District Secretary
No other members of the public were present

The Board welcomed Dr. Ary Faraji, the District's new Assistant Manager / Biologist. Dr. Faraji recently received his Doctorate of Philosophy degree from Rutgers University. He is the former director of the Mercer County Mosquito Control Division located in Trenton, New Jersey. He has done extensive research on many aspects of the invasive mosquito species *Aedes albopictus*.

2. Approval of the July 17, 2014, Minutes of the July Monthly Board Meeting:

Trustee Erskine offered the following two corrections: Item #8, first sentence, replace 'had had' with 'has had,' and the second sentence, insert 'in' after the word 'reflected.' Trustee Liddle made a motion to accept the July 17, 2014, Minutes of the June Board Meeting with the two corrections. Trustee Erskine seconded the motion, which passed with a unanimous vote.

3. Presentation July 2014 Financial Statements and Approval of Bills for Payment:

Manager Dickson reviewed the July 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 July totaled \$255,823.10 with \$255,823.10 from the General Fund and \$0.00 from the Capital Projects Fund. Manager Dickson stated that he had purchased an additional six cases of VectoLex WSP at a cost of \$4,791.00. This will place the line item for Spraying Materials approximately \$3,829 over budget for the year. Trustee Vitek made a motion to accept the July 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 Bid for Shop Floor Project:

Manager Dickson said that the District received just two bids to resurface the shop floor. The project was advertised through a legal advertisement on two different weeks in the Salt Lake Tribune and Deseret News, UtahLegalAd.com, the Utah Public Notice Website and through the a representative of the product to be used. The two bids were: AMP Coating Solutions for \$22,900.00 and CONSURCO for \$33,420.00. The District had budgeted \$20,000 in the Capital Project fund for this project. The District would like to proceed with the project so that seasonal employees can be used to help remove all equipment, tools etc. from the shop, shop bathroom and shop parts room. An additional concern is the ability to do the project when the need for the use of the shop is at its lowest level and the ambient air temperature is high enough that the doors to the shop can be opened during the project to offer sufficient ventilation. The application of the specified Dur-A-Gard epoxy product requires a narrow temperature range for the concrete surface. Manager Dickson recommends accepting the bid from AMP Coating Solutions. Trustee Erskine made the motion to accept the bid of \$22,900.00 from AMP Coating Solutions to complete the Shop Floor Project as per the bid specifications. The motion was seconded by Trustee Liddle and passed with a unanimous vote.

5. Approval of Purchase:

In the Board packet for this meeting, Manager Dickson had provided the Board with a table listing five items that he is seeking approval to purchase. The first item is a Honda, model HRC2163HXA, 21" rear bagger/mulching, self propelled commercial lawn mower. District Mechanic Feragen is recommending this commercial model of lawn mower because it not only meets the District's needs but is rated highly. The District received three telephone quotes for this product: Speeds Power Equipment, \$1,034.96; Craft Power Equipment, \$1,099.00; and, Pehrson's Power Products, \$1,250.00. Manager Dickson recommends that the Board approve the purchase of the mower from Speeds Power Equipment At a cost of \$1,034.96.

The second item is a cap, also known as a topper or shell, to be placed over the bed of the 2014 Toyota Tacoma, which is driven by Assistant Manager Faraji between his home and the District each day, as well as for District work during the day. The cap would offer security for any items stored in the truck when it is parked away from the District at night. Assistant Manager Faraji added that he equipped vehicles at his mosquito control agency in New Jersey with caps and it proved extremely useful for making sure that the truck had all the

equipment that was needed for the technicians when they were in the field. The District received three written quotes: Jordan Camper, \$2,092.00; Truck Trim Mfg., \$2,140.00; and, Sam T. Evans, \$2,221.92. Manager Dickson recommends that the Board approve the low bid from Jordan Camper.

The third item is the purchase of a second fiberglass tank system to rear mosquito fish indoors. Last November, the District purchased an Elite Tank System from Gambusia Solutions. It has one 800 gallon tank with a complete filtration system, rearing dividers and birthing box. During these past several months, the District has been very successful at producing many mosquito fish in doors. Last December, the District lost most of its outdoor fish population in a severe cold spell. The District is now seeking to purchase a second tank to increase the production of mosquito fish during the winter months. The Gambusia Solutions Elite Tank System would be a single source provider as it is the only system that will be compatible with the tank system already in place. The District received a quote from Gambusia Solutions to provide an 800 gallon Elite Tank System with 2 tank dividers, life support part 'B', a birthing box and counting tray delivered to the District at a cost of \$11,805.00. The District has budgeted \$10,000 for this purchase in the Capital Projects Fund.

The fourth item is a copy of Adobe software CS5.5 Design Standard. This is not the newest version of the software but the most recent that can be purchased as a single product and not require a monthly fee. The District found a copy on Amazon.com for \$869.00. Three other vendors on the internet also offer this product, with a cost as low as \$539.00, but all three have few reviews and their reliability is uncertain. Manager Dickson recommends making the Adobe software purchase from Amazon.com.

The fifth item is a purchase of three Honda ATV's. The ATV's are on state contract PD683 from Steadman's in Tooele. The combined cost of the three Honda TRX500's is \$19,841.00

Trustee Liddle made a motion to approve the purchase of one Honda lawnmower model HRC2163HXA from Speeds Power Equipment at a cost of \$1,034.96; one truck cap to fit a 2014 Toyota Tacoma short bed pickup truck from Jordan Camper at a cost of \$2,092.00; one Elite Tank System from Gambusia Solutions for \$11,805.00; one copy of Adobe CS5.5 Design Standard software from Amazon.com at a cost of \$869.00; and, three Honda ATV's, one TRX500FE and two TRX500FM's, at a cost of \$19,841.00 for all three. The motion was seconded by Trustee Vitek and passed with a unanimous vote.

6. Facility Maintenance:

The CO monitoring device in the vehicle storage building is malfunctioning. An electrician replaced a faulty transformer and has ordered the CO monitoring unit that will be installed when it arrives.

The District received a quote of \$180.00 to repair the sagging rain gutter on the east side of the office building from Betty's Rain Gutter Repair. This was completed on August 13.

The initial repair on the damaged roll up door cover at the DSLASA hangar was \$149.50. Manager Dickson has not yet received a quote for the replacement of the roll up cover.

7. Approval of Support for Assistant Manager for AMCA Vice Presidential Ballot:

The Past President of the American Mosquito Control Association, Roxanne Connelly, who is the chair of the nomination committee, contacted Assistant Manager Faraji and asked him to run for the office of AMCA Vice President. The deadline for placing names on the ballot was August 20. Manager Dickson had previously contacted all of the Board to get tentative support for placing Dr. Faraji's name on the ballot. Manager Dickson explained that this is a four year commitment, will require an extra out of state meeting each year, will require on the job time for completing some of the office's duties and will require attendance at between 10 and 18 meetings during his year as AMCA President if elected. The pay back to the District is in, prestige, experience and knowledge that will be brought back. Manager Dickson said that when he was president he grew in knowledge, speaking ability and made many lifelong contacts within the mosquito control industry. Trustee Liddle made a motion that the District support Assistant Manager Faraji in his effort to be elected as the AMCA Vice President and to support him with time and travel if he is elected. The motion was seconded by Trustee Okabe and passed with a unanimous vote.

8. Transition from Interim Assistant Manager to full Assistant Manager / Biologist – Compensation:

In the August Board packet, the Board had been given the 2014 salary step table and recommendation by Manager Dickson to give Rural Field Supervisor Jason Hardman a three step bump on the salary table for his work as Interim Assistant Manager from January to July 21 of this year. Rural Field Supervisor Jason Hardman has an approved salary of \$45,856 for 2014, but was moved over two lanes on the 2014 salary step table while serving in the position of Interim Assistant Manager. The January 16, 2014, Minutes of this Board state that when he is through serving as Interim Assistant Manager he will return to the position of Rural Field Supervisor at the annual salary of \$45,856. The Board had a vigorous discussion on the merits of such an increase, bonuses, the level of pay for all employees and a lack of policy to define merit raises. It was decided that this issue would be brought up again in October when salary issues are discussed. In the meantime, Trustees Okabe and Erskine with Assistant Manager Faraji and Manager Dickson will meet to discuss some guidelines or policies that the full Board will address in October.

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

Assistant Manager Faraji has been invited to speak at the Society for Vector Ecology Annual Meeting in San Antonio, Texas, September 28 to October 2, 2014. The District will need to cover his airfare expense.

The Utah Mosquito Abatement Association (UMAA) Annual Meeting will be held October 5-7, 2014, at the Davis Convention Center in Layton, UT. The entire staff and Board are registered for this meeting.

The Utah Association of Special Districts (UASD) Annual Meeting will be held November 5-7, 2014, at the Davis Convention Center in Layton, UT. Trustees Okabe, Erskine and Liddle plan to attend this meeting. Assistant Manager Faraji and Manager Dickson will also attend this meeting.

The American Mosquito Control Association (AMCA) will hold its Annual Meeting in New Orleans, LA, from March 29 to April 2, 2015. Typically the Board Chair, Vice-Chair, Manager, Assistant Manager and two staff attend this meeting. Trustee Erskine, 2015 Chair, stated that he will probably be unable to attend this meeting. In lieu of the AMCA Annual Meeting Trustee Erskine will attend the Mosquito & Vector Control Association Annual Meeting, in Monterey California, January 20-24, 2014.

10. Manager's Report:

The District added one staff member, Assistant Manager / Biologist Faraji, on July 21, 2014. Through July the District had 20 seasonal employees on a forty hour a week schedule.

West Nile Virus has been found in mosquito samples along the Wasatch Range from Brigham City to Provo and also in St. George. During the week of August 8, this District had four positive mosquito pools at the Glendale Golf Course, Rose Park Golf course and the ATV track. All four of these samples were from *Culex pipiens* mosquitoes. During the week of August 15, the District had seven more positive samples: model port, Fair Park, Fire Stations #1 & #8 (all from *Culex pipiens*) and Fire Station #9, Glendale Golf Course and Blue Lake from *Culex tarsalis* mosquitoes. At the time of this meeting there have been no reported cases of West Nile Virus in humans in the state of Utah. Nationally as of August 19, 2014, there have been 210 human cases of West Nile Virus across the US.

The District received just seven responses to its survey about the 'Know the Risks' educational newspaper supplement that was distributed in the Salt Lake Tribune and Deseret News on July 18, 2014. With such a small number it is impossible to draw any conclusions from the survey.

The District sprayed a record number of adulticide acres during the month of July: 87,040. The CO₂ trap collections appear to have peaked for *Culex tarsalis* during the week of August 11th.

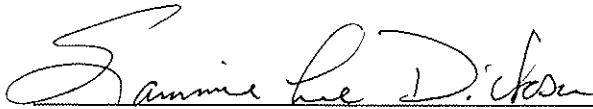
11. Probable Agenda Items for the September 18, 2014, Board Meeting:

The September Board Meeting will be held on September 18, 2014, at the District office, beginning at 12:30 PM. Box lunches will be available for Trustees beginning at noon.

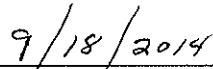
Probable items on the agenda will be a report on West Nile Virus, control activities, Bids for 2015 vehicles, hiring of an architect – engineer, and an outline of a five-year plan for the District.

12. Adjournment:

Trustee Liddle made a motion to adjourn the August Board Meeting. The meeting was adjourned at 2:43 PM.



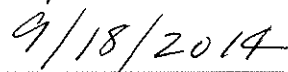
Sammie Lee Dickson, District Manager



Date



Maureen Wilson, Board Chair



Date