

**Cache Mosquito Abatement District
Board of Trustees Meeting
December 8, 2022**

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, December 8, 2022, at 7 p.m. in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 9 municipalities were present:

Tom Davis, Nibley	Craig Hidalgo, Clarkston	Craig Rigby, Newton
David Gatherum, Hyde Park	Jeff Nebeker, Providence	Kermit Price, Millville
Joe Hansen, Cornish	Jeff Ricks, Unincorporated	David Wood, Amalga

<u>Excused:</u>	Joe Archer, North Logan	Darwin Pitcher, Lewiston	Kevin Tingey, Wellsville
	Kim Hatch, Trenton	Don Sheffer, Richmond	Jon Wells, Smithfield
	Paul James, Hyrum	Greg Taylor, Mendon	

Also present: Jessica Olson, Admin Manager Richard Rigby, Manager Laura Davis, visitor

MEETING CALLED TO ORDER AND ROLL CALL

The meeting was called to order at 7:00 p.m. by Chair Joe Hansen and roll call was recorded.

PUBLIC HEARING FOR 2023 BUDGET AND 2022 BUDGET ADJUSTMENTS

The public hearing for the CMAD 2023 Budget and 2022 Adjusted Budget was opened.

Craig Hidalgo moved and David Wood seconded that the public hearing be opened. Ayes: Davis, Gatherum, Hansen, Ricks, Rigby, Price. Nays: None. Motion passed unanimously. (Jeff Nebeker was not yet sworn in and did not vote.)

Jessica Olson, Administrative Manager, outlined the 2023 Proposed Budget. Laura Davis asked for more detail about the drones for which we have budgeted. Richard Rigby outlined the plan for the drones. Other questions were asked regarding details of chemicals used and budgeted for and discussion ensued.

Craig Hidalgo moved and Dave Gatherum seconded that the public hearing be closed. Ayes: Davis, Hansen, Ricks, Rigby, Price, Wood. Nays: None. Motion passed unanimously and the public hearing closed at 7:13pm. (Jeff Nebeker was not yet sworn in and did not vote.)

OATH OF OFFICE

Newly appointed trustee from the city of Providence, Jeff Nebeker, took the Oath of Office. The oath was administered by Jessica Olson, clerk.

ADOPT AGENDA

The agenda was reviewed.

Dave Gatherum moved and David Wood seconded that the agenda be adopted. Ayes: Davis, Hansen, Hidalgo, Nebeker, Ricks, Rigby, Price. Nays: None. Motion passed unanimously.

MINUTES OF PREVIOUS MEETING

The minutes of the November 10, 2022 meeting were reviewed.

Dave Gatherum moved and Tom Davis seconded that the minutes be approved. Ayes: Hansen, Hidalgo, Nebeker, Ricks, Rigby, Wood. Nays: None. Abstain: Price. Motion passed unanimously.

APPROVE 2022 BUDGET ADJUSTMENTS

Jessica Olson outlined what funds have been spent to date in 2022, and introduced CMAD Ordinance 22-01, an ordinance adopting the CMAD 2022 Amended Budget document, which will be completed and finalized in April 2023 when we receive the final fund allocation check from the county.

Craig Hidalgo moved and Kermit Price seconded that Ordinance 22-01 be adopted. Ayes: Davis, Gatherum, Hansen, Nebeker, Ricks, Rigby, Wood. Nays: None. Motion passed unanimously.

ADOPT 2023 BUDGET

The CMAD 2023 Proposed Budget was reviewed.

Jeff Ricks moved and Tom Davis seconded that the 2023 Proposed Budget be adopted. Ayes: Gatherum, Hansen, Hidalgo, Nebeker, Rigby, Price, Wood. Nays: None. Motion passed unanimously.

MANAGER REPORTS

Manager Richard Rigby reported on a new process for obtaining and paying for a UPDES permit. He also reported on the status of winterizing our building and equipment.

Administrative Manager Jessica Olson reported on the process of updating the CMAD website (cachemosquito.com). In coordination with students at BTECH, the new website is going to utilize wordpress to make it easier to maintain. BTECH students will compete to design the new website, and CMAD will provide the winner with \$100. Jessica will be taking over website administration from Terrie Wierenga mid-December. Jessica also reported on the monthly bills, including money paid to repair the heater at our building, and money to repair a damaged CMAD truck. Jessica reported on modernizing our bill pay process and setting up direct deposit for employees. She ended with tentative agenda items for January.

BILLS: 9 Nov 2022 – 8 Dec 2022

Personnel	\$3,150.89	Administration	\$463.66
Payroll Tax Liability	\$225.53	Admin Manager Miles	\$47.97
Admin Manager	\$471.00	Legal Notices	\$32.34
Manager	\$2,227.05	Miscellaneous (Flowers, Fees)	\$175.47
Website Manager	\$47.48	Office Equipment (Comcast)	\$153.99
Workers, Larvicide	\$143.83	Office Supplies (stamps)	\$1.68
Workers, Surveil/Custod	\$36.00	<u>Phones</u>	
		Google Cloud	\$12.00
		Verizon	<i>Bill arrives 10 Dec</i>
Abatement	\$7,608.18	<u>Travel & Training</u>	
Maintenance (winterizing, furnace repair)	\$819.00	Food	\$40.21
Landscaping	\$5,965.00		
<u>Operations Site</u>		Vehicles/Equipment	\$55.40
Hyde Park City	\$142.45	Handhelds (Verizon Connect)	\$55.40
Rocky Mountain Power	\$587.85		
Dominion Energy	\$93.88		

At 7:24pm Trustee David Gatherum departed the meeting, due to another appointment. We no longer had a quorum of trustees, so the meeting was automatically adjourned. Bills were not approved, so their approval will be moved to our January meeting.

Prepared by Jessica Olson Date 8 December 2022

Accepted: 26 Jan 2023