



MOSQUITO CONTROL DISTRICT

Board of Trustees Minutes

February 13, 2018 7:00 PM

Clark County Mosquito Control
8115 NE. St. Johns, Bldg. P
Vancouver, WA 98662

1.0 – OPENING OF MEETING

1.1 Call to order

Meeting called to order at 6:55 pm by Board Vice President, Wade Holbrook.

1.2 Roll call

Board members present: Trudy Linson, Larry Lewton, Rian Davis, Wade Holbrook, Vince Myers, Mark Rohr and Brian Munson. A quorum was present.

Board members absent: Michael Elerath and Earl Fleck.

Others present: John Jacobson, Rick Westre, Lab Technician and Rebecca Baxter.

1.3 Review / approval of minutes

Motion to approve the November 14, 2017, Board of Trustees minutes with the requested changes to 7.1 heading "Emergency Treatment and Equipment Repair and Replacement Reserve Resolutions" and in 7.2, change sentence to read "...the district isn't looking to be the first to purchase one." Motion was made by Rian Davis, seconded by Larry Lewton; all approved, motion passed.

1.4 Review / approval of agenda

Motion to approve the February 13, 2018 agenda was made by Mark Rohr, seconded by Vince Myers; all approved, motion passed.

2.0 – RECOGNITION OF VISITORS/OTHERS

2.1 Introduction of visitors – Mary Rohr, Mark's wife. Doug Lasher, Clark County Treasurer.

2.2 Citizen comments – None.

3.0 – BOARD UPDATE

3.1 Review of appointment letters. The position for City of Camas is still open. Discussed briefly a recognition for Linda Dietzman's service on the board. To date, the city doesn't have anything coming up that could be a permanent recognition such as an engraved brick. City of Camas recommended to John that we do a hanging basket. The board would like to see something more permanent like a placard for a hanging basket or on a bench.

4.0 – FINANCIAL REPORT

4.1 Fourth Quarter 2017 Revenue and Expenditure Report – Reviewed Fourth Quarter 2017 Expenditure Report. The board asked what exactly is in revenue code 361109 and 361320, specifically how they differ since one shows a gain and the next one down shows a loss. Reviewed printing/reproduction costs for the year which would have been for the mapping we did earlier in the year. 318 equipment line would have been the microscope and vehicle lift. John went ahead with the purchase of the lift since we were under budget in the repairs and maintenance category and the lift will be used for repairs. 496, Education Training & Travel would have been extra travel in 2017 for conferences and going up north for training with the state entomologist. John did increase this budget item for 2018 to allow for more board members to attend the fall conference and additional training for Rick. Reviewed 329, Operating Supplies and discovered that a couple of receipts should have gone into the drug/chemical line.

4.2 Approval of October – December 2017 warrant register – Reviewed October – December warrant register. Review of warrants included Department of Ecology (water permit), Leica (microscope), Fred Meyer (mostly dry ice). John is looking into alternatives for purchasing dry ice, owning our own machine is expensive right now. Additional questions were on The Columbian (paid meeting notice) and Clark Regional Wastewater. Motion to approve the October – December 2017 warrant register in the amount of \$22,385.71 by Vince Myer, seconded by Larry Lewton, all approved, motion passed.

5.0 – OPERATIONS MANAGER REPORT

5.1 Updates – Crews attended a 2 day recertification pesticide class. When update is completed, Rick will be giving a demonstration on the new microscope. We are turning our focus more into identification now that we have established trapping sites. Testing for WNV is done in-house however, since there isn't a test for Zika, having the ability to identify invasive species is a necessity. The microscope should help assist in better identification in-house and allow for sending digital photos to the state as needed. Leica, the company that we purchased the microscope from, has been fantastic about support. The new timekeeping ability will be coming out from the county. It is called Workday and is cloud based. John is still working on upgrading the internet to high speed internet; the cost is about \$10,000. Mark suggested checking out Hughesnet if we can't get better internet from Comcast. Kyle and John visited Benton County February 1st to look at the new software that they have created. System has been tested and ready to be sold. They are asking \$2,000.00 for system and then \$500.00 per year per tablet. We will be starting off with 6-8 tablets and this is cloud based. Going to try offline work and have it update when crews come back to the shop. Early users of the software will be beta testing and will be able to submit changes to the software and see a cost savings. Vince asked about the overall cost savings. Tablets run about \$250-300. We'll need to gather data from the county and the cities on current catch basins and wetlands. If it isn't in their data, we'll be able to track it and then share the data back to the city or county. John attended a meeting at Port of Camas regarding proposed work at Steigerwald, where they plan on creating a wetland. There could be an increase in wetland nuisance mosquito and could be a cause for concern. Clarke Mosquito Control is still working on contract options for emergency treatment. We are already signed up for the Clark County Home and Garden Idea Fair,

April 27-29, 2018. Rick did a demonstration of the new microscope and how they can show clearer images of the markers used to identify different species of mosquitos.

7.2 Proposed legislation change – Moved from New Business to accommodate Doug Lasher's attendance at the board meeting. Board reviewed emails provided in board packet. After our meeting with Doug, he went back and looked at the Mosquito RCW 17.28.257 and the requirements for the County Treasurer regarding collections. The RCW states that the treasurer would need to collect on delinquent Mosquito taxes after 2 years however, the rest of the property taxes are on a 3 year time frame per RCW 84.64. It isn't cost effective for the treasurer's office to try and collect in two years for the three dollar assessment. They have submitted letters to the House and Senate to address this piece of the RCW's. Doug asked that the board contact their legislators to move the bills up in the session which ends February 14, 2018 at 5:00 pm. The bills are House Bill 2545 and Senate Bill 6204. Moving forward, if we have any questions please contact him or Alishia Topper.

5.2 Washington State Sick Leave Law – John and Rebecca explained the new Washington State Sick Leave Law and how it will impact the district. Board reviewed the proposed sick leave law policy based on a template provided by Washington State Department of Labor and Industries. Trudy asked if we are able to change the different options such as the amount of hours that carry over into the next year. Brian mentioned that we'd need to keep in mind what our capacity is for funding banked leave time. John would like to remove the verification of leave language and the reasonable notice language. *40 hour max and then example 40+30 in 2018 with no usage, then they could be reimbursed a portion of the difference and just move forward the 40 hours. If it is logistically not viable then he wouldn't push it. 1.18.40 You would only be able to cash it if you didn't use any sick leave. Look at increasing the 12 month separation to 24 months since we're part time operations and do have staff that come back in 2 years' time.* It was recommended that we look at MRSC to see if there are any local policies regarding this law.

6.0 – CONTINUING BUSINESS

6.1 Emergency Treatment and ER&R Reserve Resolutions – The board reviewed resolution 05-2017 Emergency Treatment Reserve Fund. Motion was made to approve 05-2017 with a correction to the word "Resolved" was made by Trudy Linson, seconded by Larry Lewton, all approved, motion passed.

The board reviewed 06-2017 Equipment Repair and Replacement Fund. It was recommended to put section 2 first, then section 1. Motion was made to table this resolution for further editing by Vince Myers, seconded by Rian Davis, all approved, motion passed. Trudy Linson will edit the resolution.

6.2 Resolution 01-2018 Adoption of 2018 Budget – informational

7.0 – NEW BUSINESS

7.1 Resolution 02-2018 Approval of Per Parcel Assessment – Motion to approve the Per Parcel Resolution with a correction in the title was made by Vince Myers, seconded by Trudy Linson, all approved, motion passed. Trudy asked if

we needed to have both budget resolutions completed in November. Rebecca mentioned that most likely the Treasurer's office would prefer it. Trudy said that with some editing, both resolutions could be submitted in November.

7.2 Proposed legislation change – moved to Operation's manager updates.

7.3 Building repair and replacement – John presented a draft building repair and replacement spreadsheet to accommodate major repairs and/or replacing the building. It is a document that we can build on for future planning. Rian noted that according to this document in about 4 years we'd be looking at \$40,000 in building repairs that would be needed. Brian mentioned that we should look at including items such as Network/Network switches, security system and possibly extra fire sprinkler and extinguisher work.

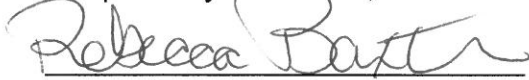
7.4 Board roster for 2018 – informational

7.5 November Meeting Date – discussed moving the meeting date in November to the first Tuesday. The board will discuss at May's meeting.

Adjourn

With no further business the Vice President, Wade Holbrook, adjourned the meeting at 8:51 p.m.

Respectfully submitted,


Rebecca Baxter, Recorder


Trudy Linson, Secretary-Treasurer