



MOSQUITO CONTROL DISTRICT

Board of Trustees Minutes

February 14, 2017 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 7:00 pm by Board President, Earl Fleck.

1.2 Roll call

Board members present: Trudy Linson, Earl Fleck, Larry Lewton, Wade Holbrook, Mark Rohr, Chris Regan and Vince Myers. A quorum was present.

Board members absent: Linda Dietzman and Michael Elerath.

Others present: John Jacobson, Kyle Kirby and Rebecca Baxter

1.3 Review / approval of minutes

Motion to approve the November 8, 2016, Board of Trustees minutes was made by Wade Holbrook, seconded by Larry Lewton; all approved, motion passed.

1.4 Review / approval of agenda

Motion to approve the February 14, 2017 agenda, was made by Mark Rohr, seconded by Wade Holbrook; all approved, motion passed.

2.0 – RECOGNITION OF VISITORS/OTHERS

2.1 Introduction of visitors –None

2.2 Citizen comments – None.

3.0 – BOARD UPDATE

- 3.1 City of Ridgefield – City of Ridgefield is having a difficult time finding a volunteer for the open position. They will renew their efforts.

4.0 – BOARD CORRESPONDENCE

- 4.1 Official notification for reappointment of Michael Elerath for Clark County.
4.2 Official notification for reappointment of Linda Dietzman for City of Camas.
4.3 Official notification for reappointment of Chris Regan for City of Battle Ground.

5.0 – FINANCIAL REPORT

- 5.1 **Fourth Quarter 2016 Revenue and Expenditure Report** – Reviewed Fourth Quarter 2016 Expenditure Report. It was noted that we got a little bit more assessment than was predicted. Checked on the status of our chemicals for 2017, John noted that we hadn't ordered yet for 2017 but have a good stock

from last year. John will be getting quotes on a new Go-4. It is getting difficult to find parts on the older ones so will need to purchase new.

- 5.2 Approval of October - December warrant register** – Reviewed October – December warrant register. Motion to approve the October – December 2016 warrant register in the amount of \$8,356.11 by Larry Lewton, seconded by Mark Rohr, all approved, motion passed.

6.0 – OPERATIONS MANAGER REPORT

- 6.1 Updates** – John Jacobson updated the board. The crew recently completed the Annual Pesticide training. There are 2 more workshops this spring that the crew will be attending. State entomologist will be providing some identification training to our lab technician. And there are some state webinars that members of the crew will be watching. We are still working on aerial contracts, waiting on new rates for the year. Hans Wachlin has construction background and they have started talking about what would be needed for a construction reserve and replacement fund. They will be reaching out to the BeeKeepers Association again this spring and see about getting the app working for notifications. John would like to hold off on reporting system. Upon doing more research on the available reporting systems, there are some pitfalls and hidden expenses that are barriers to proceeding. There are 2 districts in Washington that are teaming up to create their own tracking system and if it works out this year they will provide it to other districts on a cost recovery type basis. Also, GIS has offered services to look at the mapping and tracking services. Whatever mapping that can be done needs to also provide reporting. Earl asked if anyone has any concerns about waiting. Vince asked if we had made an outreach to federal jurisdictions to see what they are using. We will start spot checking mosquitos in March, expecting some higher river levels, will continue trapping at Port and used tire factories. And will start providing some outreach to nurseries in their areas.

Kyle Kirby updated the Board on attending the 2017 Home and Garden Idea Fair at Clark County Fairgrounds. He is waiting to hear back from the person in charge of the community partners' area which is a no charge booth. Mark asked if we were thinking about doing the fair, even though it is during the busy time and runs for a little over a week. Earl mentioned maybe having a photo album, jars with larvae and tracking # of people coming to booth. Earl also asked about needing board members to work the booth. The crew will staff and schedule a couple of people at a time.

7.0 – CONTINUING BUSINESS

- 7.1 Work Plan** – Vince asked about sending mosquitos to Oregon for testing and a correction to be made regarding GIS acronym needing to be spelled out at first mention. Motion to approve the work plan and post online once corrections are complete was made by Wade Holbrook, seconded by Larry Lewton, all approved, motion passed.
- 7.2 Clark County Public Health Contract** – Informational only. Contract is fully executed for 2017. Board briefly discussed the indirect charges versus the charge made by Public Health. Trudy Linson and John Jacobson will meet with Jeff Harbison to gather more information on indirect charges for the 2018 contract.


8.0 – NEW BUSINESS

- 8.1 Ratification of 2017 per Parcel Assessment** – Resolution 01-2017, approval of budget, was for informational only. Resolution 02-2017 Per Parcel Assessment was reviewed. Motion to approve was made by Mark Rohr, seconded by Larry Lewton, all approved, motion passed.
- 8.2 2017 Capital Reserve Replacement** – Vince noted that there are 3 items on the equipment list up for replacement this year. Earl asked Trudy about the amount of funds to transfer to the reserve funds. Motion was made to move \$25,000.00 to the Emergency Treatment fund and \$150,000.00 to the Equipment Replacement Fund by Chris Regan, seconded by Larry Lewton, all approved, motion passed. Fund transfers will be noted on the 1st quarter 2017 expenditure report for review in May 2017.
- 8.3 Resolution to amend board member terms** – Resolution 03-2017 was reviewed, motion to approve resolution was made by Mark Rohr, seconded by Wade Holbrook, all approved, motion passed.
- 8.4 Purchasing policy** – Vince asked if we needed to look into a legal review of the policy. Motion was made to table the purchasing policy until next meeting so a legal review can be made of the policy. The Board will allow Earl Fleck to approve spending \$350.00 or less for said review; motion was made by Trudy Linson, seconded by Chris Regan, all approved, motion passed.
- 8.5 Update on assessment calculation for 2018** – Goal is for an approval in May or August of a new resolution for 2018. Reviewed the history of why we are where we are, reviewed State Auditor Office's finding, other District's policies, and RCW. The board reviewed the GIS map and found that wetlands are dispersed throughout the nonexempt county parcels. There are approximately 112,000 storm water catch basins in the district. The Board found that the map shows an equal benefit to all property. Trudy asked about the reason why Franklin was okay in their assessment and we weren't. Trudy asked about the maps, the land on the map that isn't hash marked, is it exempt? It is exempt making the per parcel assessment even more equitable. Trying to split out the properties by specific criteria would make the process extremely difficult and potentially expensive and does not reflect the data analysis. Would like to review the resolution at May meeting and send to SAO to see if it will bring us into compliance. The question was asked why the state is now looking into this. Earl would like a motion to approve this process at the May meeting. Earl is looking at the idea of starting conversations with legislatures on updating the RCW.

Adjourn

With no further business the Board President, Earl Fleck, adjourned the meeting at 8:36 p.m.

Respectfully submitted,


Rebecca Baxter, Recorder


Trudy Linson, Secretary-Treasurer