

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
September 15, 2011
BOARD MEETING**

1. Roll Call:

Presiding: G. E. 'Deac' Thomas, Board Chair

Time: 12:30 PM

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

Trustees Present: G.E. 'Deac' Thomas, Chair
Dr. Dagmar Vitek, Vice Chair (arrived 12:43 item # 3)
Raymond Uno
La Vone Liddle
Todd Erskine

Trustees Excused: None

Others Present: Sammie Lee Dickson, Manager
Dennis Kiyoguchi, Assistant Manager
Sally Beagley, District Secretary
Banugopan Kesavaraju, District Biologist
No members of the public were present

2. Approval of the August 18, 2011, Minutes of the August Monthly Board Meeting:

The following corrections to the minutes were proposed by Trustees Liddle, Erskine and Thomas: item #3, second paragraph, first sentence, replace '\$191,282.21' with '\$191,284.21'; item #4, fourth sentence, remove 'While' from the beginning of the sentence and place 'in the letter' at the end; item #4, sixth sentence place an apostrophe at the end of 'Architects'; item #8, fifth sentence, change wording to 'It has the capability for staff to check the wind conditions at the District, either online or through their cell phones, before they leave home'; and item #9, change date in title to 'September 15, 2011.' Trustee Uno made a motion to accept the August 18, 2011, Minutes of the August Board Meeting with the proposed changes. Trustee Liddle seconded the motion and it passed with a unanimous vote.

3. Presentation of August 2011 Financial Statements and Approval of Bills for Payment:

Manager Dickson reviewed the August financial statements with the Board. All expenditures in excess of \$500 were reviewed. 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 August totaled \$167,615.53 with \$167,435.53 from the General Fund and \$180.00 from the Capital Projects Fund. Trustee Liddle made a motion to accept the August financial statement and to pay the bills as presented. The motion was seconded by Trustee Erskine and passed with a unanimous vote.

4. Davis-Salt Lake Aerial Spray Authority (DSLASA):

As of this meeting, there have been no dates agreed upon by all parties to hold mediation. Axis Architects has not replied to attempts to set a mediation date.

AirMed is still interested in leasing cold weather storage time for their helicopter in the DSLASA hangar. We are waiting for AirMed to come up with an amount they are willing to pay.

5. Review, Selection and Approval of Financial Audit Bids:

Manager Dickson sent out request for proposals to eleven auditing firms for the preparation of the District's audit for the year ending December 31, 2011. The eight firms that sent in proposals were: Hansen, Barnett & Maxwell; Wood Richards & Associates; Karen, Hendrix, Stagg, Allen & Co.; HEB Business Solutions; Haynie and Co.; Jensen & Keddington; Wisan, Smith Racker & Prescott; and, Pinnock, Robbins, Posey & Richins. All proposals were evaluated for five characteristics: responsiveness to request for proposal; technical experience; qualifications of staff; size and structure of firm; and, geographic location of key personnel. Manager Dickson prepared a chart with ratings of these five factors. All eight firms do audits for other local governmental agencies, are well qualified to do audits such as ours. Trustee Uno made a motion that the proposal from Wood, Richards & Associates be accepted to perform the audit for the year ending December 31, 2011. The motion was seconded by Trustee Vitek and passed with a unanimous vote.

6. Bids for Facility Maintenance:

Bret Harper prepared the bid documents for four facility maintenance projects: painting of roll up over head and entrance doors to the pesticide storage and two vehicle storage buildings; replacing the membrane roof of the pesticides storage building; repaving the entrance to the district's property; and, replacing the evaporative coolers on the pesticide storage building and the shop. Legal

advertisements were placed in the Salt Lake Tribune and Deseret News for three days. Plans were also placed at Mountainlands Plan Room. The only bid received was from Morgan Asphalt to replace asphalt at the entrance to the District's Facility. Trustee Liddle made a motion to accept Morgan Asphalts bid of \$3,900.00 to replace the asphalt at the entrance to the District's facility. The motion was seconded by Trustee Erskine and passed with a unanimous vote.

Manager Dickson will pick several possible contractors for each of the remaining three projects and hand deliver bid documents to them. The other three facility maintenance bid approvals will be placed on the October 20, 2011 agenda.

7. Bids to Sell Surplus Property:

The District has two three-quarter ton pickup trucks and three Honda 4X4 ATV's that were declared surplus property in 2010, but were only recently prepared to sell by sealed bid. All of the surplus items were placed in the District's driveway with a for sale sign on each business day from September 1 through 12. The high bids for each vehicle were: 2006 Honda ATV, \$1,800.00, with eight bids; 2008 Honda K VX 77, \$2,200.00, with seven bids; 2008 Honda K VX 78, \$2,550.00, with eleven bids; 1999 Chevrolet 2500, \$4,812.77, with five bids; and, 2001 Chevrolet Silverado, \$7,150.00, with eight bids. Trustee Erskine made a motion to accept the high bid for the sale of all five surplus vehicles, but in the case a high bid fails to take the vehicle, then, offer it to the next highest bidder. The motion was seconded by Trustee Uno and passed with a unanimous vote.

8. Bids to Purchase:

The District sent out bid requests to all Chevrolet, Honda and Polaris dealers from Spanish Fork in the south to Logan in the north. The following low bids were received: 2001 Honda ATV, electronic shift, \$6,074.00, four bids; 2011 Honda ATV, manual shift, \$5,904.00, three bids; 2012 Polaris sportsman 6X6, \$8,899.00, three bids; 2012 Chevrolet Colorado four-door, \$21,296.00, five bids; and, 2012 Chevrolet Colorado extended cab, \$20,649.80, five bids. Trustee Uno made a motion that the District purchase five new vehicles from the following dealers who offered the lowest bid on each vehicle: a 2001 Honda ATV, electronic shift, \$6,074.00, and a 2011 Honda ATV, manual shift, \$5,904.00 both from Cache Honda/Yamaha; 2012 Polaris sportsman 6X6, \$8,899.00, from Tri-City Performance; a 2012 Chevrolet Colorado four-door, \$21,296.00, from Young Chevrolet; and, a 2012 Chevrolet Colorado extended cab, \$20,649.80, from Larry H. Miller. The motion was seconded by Trustee Liddle and passed with a unanimous vote.

9. Report on Attended and Reminder of Upcoming Meetings:

The Utah Mosquito Abatement Association Annual Meeting will be held at the Marriott Hotel in Park City October 2-4, 2011. Secretary Beagley has registered and booked hotel rooms for all trustees and staff. Manager Dickson

had District Clerk Fairbanks prepare expense checks to cover all of the District's attendee's costs for the meeting. Dr. Jerome Goddard will be the keynote speaker.

The Utah Association of Special Districts Annual Meeting will be held at the Davis County Convention Center November 2-4, 2011. The first day will begin at 11:00 AM and consist of workshops. Thursday will be a full day of talks, followed by a half day on Friday. Sally Beagley has registered and booked rooms for all of the trustees, as well as, Biologist Kesavaraju and Manager Dickson.

Biologist Kesavaraju has been registered to attend the Entomological Society of America Annual Meeting in Reno, NV, November 13-16, 2011.

10. Manager's Report:

August was the beginning of the exodus for seasonal employees. Of the 16 seasonal employees only 9 were still working full-time by the end of the month. The first three employees to leave for the year were all people who worked out in the wetlands. With the loss of three people out of the seven that do the work in the wetlands it may have caused quite a problem. Fortunately, by August 1, the flooding in the wetlands was finally starting to recede. With only one large rainstorm at the first of the month, it softened the blow of the lack of personnel.

A third round of treating catch basin throughout the city by the bicycle team was completed late in August. By the end of August, the catch basin treatments were stopped due to the bicycle crew returning to college classes.

The production of least chub is going well in the south pond but not as well in the north pond. If the fish survive the winter, there will be plenty to put in ornamental ponds next year.

Human infections West Nile Virus, nationally, continues to be at the lowest level in about nine years with just 2002 cases as of September 13. During the past month, Moab Mad continued to have positive mosquito pools each week. During the last week of August, a positive mosquito pool was identified from Uintah County. The District has had 800 mosquito pools tested by the Unified State Laboratory with all being negative for WNV. On September 8, Manager Dickson was notified of a human WNV case from the Rose Park area. The patient had a milder form of WNV, had been tent camping in Moab from August 12-15 and became sick on August 15. It is believed that she may have become infected with WNV while in the Moab area. A second human case of WNV was reported from a person from Cache County. That person was believed to have become infected while on a long vacation out of state.

11. Probable Agenda Items for October 20, 2011, Meeting:

The October 20, 2011, Board Meeting will be held at 12:30 PM. A box lunch will be available for trustees at noon.

The following items will be placed on the October Board Meeting Agenda: presentation of DSLASA lawsuit/mediation update; possible bids for building and facility maintenance; 2012 Tentative Budget; Salary and Wage Review; Election of 2012 Board Officers; and, the end of the mosquito control season.

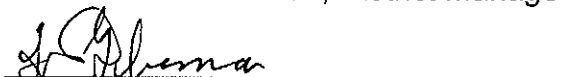
12. Adjournment:

Trustee Liddle made a motion to adjourn the September Board Meeting. The motion was seconded by Trustee Erskine and passed with a unanimous vote. The meeting was adjourned at 2:22 PM.



Sammie Lee Dickson, District Manager

10/20/2011
Date



G.E. 'Deac' Thomas, Board Chairman

10/20/11
Date

