

**MINUTES OF THE  
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT  
December 19, 2013  
BOARD MEETING**

**1. Roll Call:**

Presiding: La Vone Liddle, Chair 2013

Time: 6:26 PM

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

Trustees Present: La Vone Liddle, Board Chair (via conference telephone)  
Maureen M. Wilson, Vice Chair (via conference telephone)  
G.E. 'Deac' Thomas (via conference telephone)  
Dr. Dagmar Vitek (via conference telephone)  
Todd Erskine

Trustees Excused: None

Others Present: Sammie Lee Dickson, Ph.D., Manager  
Banugopan Kesavaraju, Ph.D., Assistant Manager/Biologist  
No members of the public were in attendance

Chair Liddle made an opening statement concerning why Trustees Wilson, Thomas, Vitek and herself were participating in the meeting by conference telephone. The day started with freezing rain that turned into a snow storm that has continued all day long. Approximately eight inches of snow has fallen at the District office. As the temperatures have dropped at the end of the day, the roads became slick and travel was deemed to be unsafe.

**2. Approval of the November 21, 2013, Minutes of the November Monthly Board Meeting:**

The Board had previously reviewed the pending minutes. Trustee Thomas made a motion to accept the November 21, 2013, Minutes of the November Board Meeting as presented. Trustee Wilson seconded the motion, which passed with a unanimous vote.

**3. Presentation of the November Financial Statements and Approval of Bills for Payment:**

Manager Dickson reviewed the November 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 November totaled \$85,033.77 with \$84,433.77 from the General Fund and \$600.00 from the Capital Projects Fund. Trustee Erskine made a motion to accept the November financial statement and to pay the bills as presented. The motion was seconded by Trustee Thomas and passed with a unanimous vote.

**4. Approval of the Amended 2013 Budget:**

Trustee Wilson made a motion to approve the Amended 2013 General Fund and Capital Projects Fund Budgets as presented in the Budget Hearing which preceded this Board Meeting. Trustee Thomas seconded the motion and it passed with a unanimous vote.

**5. Approval of the 2014 Budgets:**

Trustee Thomas made a motion to approve the 2014 General Fund Budget of \$2,077,000 and the Capital Projects Fund Budget of \$187,121 as discussed in the proceeding public hearing. The motion was seconded by Trustee Erskine and passed with a unanimous vote.

**6. Personnel Issues:**

The Assistant Manager / Biologist position job announcement was placed on the AMCA, UMAA and SLCMAD websites with the job posting and job description on November 22, 2014.<sup>3</sup> A deadline of December 13, 2013, was listed for the submission of applications. The posting on the AMCA website received 740 viewings. Six completed applications with supporting materials were received. Trustees Liddle and Wilson along with Assistant Manager Kesavaraju and Manager Dickson met on the morning of December 17, 2013, to review the applications, rank the candidates and decide which applicants should be interviewed. The criteria for ranking of the candidates were: Management Experience, Experience of Management within a Mosquito Abatement District, Mosquito Control Experience, Taxonomy (identification of mosquitoes), Academic Connections with respect to experience in Tutoring Interns and to doing Research, Speaking Skills based on Publications and Presentations and lastly, Long Term Hook (what would make this person come to Utah and stay with the District). Each of the nine categories was ranked from zero, being the poorest or least applicable, to five being the highest or most applicable.

As a group, the selection committee determined that one of the applicants scored a perfect 45 while the next closest scored 28 on the chosen categories for ranking. The highest ranking applicant, Ary Farajollahi, is currently managing the Mercer County Mosquito Control, has a M.S. degree in entomology from Rutgers University, and is scheduled to have the defense of his doctoral research on March 28, 2014. Mr. Farajollahi was a candidate for the position as the SLCMAD entomologist in 2008. He was flown to Salt Lake City for interviews with the full

Board and was offered the position. He did not join the District as he was part of a group that was awarded a large research grant which he felt he had to complete. Trustee Liddle and Manager Dickson were part of that interview and are very familiar with the qualifications of Mr. Farajollahi.

The selection committee did call Mr. Farajollahi for a telephone interview. The interview further convinced the selection committee that it would recommend to the full Board that a job offer be made to Mr. Farajollahi. Manager Dickson prepared a draft job offer letter which was reviewed and with modifications approved by the selection committee. The job offer has the following terms and conditions:

- The job description for Assistant Manager / Biologist dated November 21, 2013, outlines the essential duties that are expected to be performed;
- The yearly salary for this position is \$78,122. This is the highest pay step for the Assistant Manager / Biologist position. As such, Mr. Farajollahi will not be eligible to receive any merit pay increases in this position. He will be eligible for any yearly cost of living increases;
- Mr. Farajollahi will receive the District's standard employee benefits: family health insurance (no employee contribution required), long term disability insurance, Utah State Retirement Tier 2 Plan, vacation & sick leave and a 2% contribution to a 401(k) retirement savings plan, with an opportunity of an additional 3% match;
- It is understood that it may take some time for Mr. Farajollahi to complete ongoing work at his current job and relocate to Salt Lake City. Naturally, we want him to start work for the District as soon as possible. The District is willing to be flexible with a starting date for his work as the Assistant Manager / Biologist. However, if he is not physically here by July 14, 2014, he must renegotiate this job offer or it will be rescinded;
- The District understands that Mr. Farajollahi is scheduled to defend his research work towards a doctor of philosophy degree from Rutgers University on March 28, 2014. The District believes that, if obtained, this degree will greatly influence Mr. Farajollahi's ability to make academic connections in his work for the District. As an incentive, the District will make a work vehicle available to him for de minimus use if he has earned his Ph.D. when he joins the District staff.

Trustee Vitek asked to be excused from the meeting at 6:54 PM. Trustee Erskine made a motion that the Board accept the recommendation of the selection committee and offer Mr. Farajollahi the position of Assistant Manager / Biologist under the terms and conditions of the job offer letter approved by the selection committee. The motion was seconded by Trustee Thomas and passed with a unanimous vote.

If Mr. Farajollahi accepts the job offer, it is unlikely that he will start work for the District before mid-July. That means that the District will be left without an Assistant Manager to take over when Manager Dickson is away from the office. Manager Dickson told the Board that he would like to make the current Urban Field Supervisor the Interim Assistant Manager and pay at the Assistant Manager lane of the step table while he is the Interim Assistant Manager. Currently Mr. Hardman is being paid \$45,856. The equivalent step pay for an Assistant Manager would be \$52,263. Trustee Erskine said that he had no problem with Manager Dickson appointing Mr. Hardman to Interim Assistant Manager, as Manager Dickson has the authority to hire and fire the people under him; however, he questioned whether Manager Dickson had the authority to change salaries. As this issue was being discussed under personnel issues and not a

more specific agenda item of Interim Assistant Manager, Trustee Liddle asked that Manager Dickson place this issue on the January Board Meeting agenda for further discussion and formal approval of the Board.

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

The DSLASA Board of Trustees held its public hearing and December Board Meeting for the consideration of its 2014 Budget on December 12, 2013, at the offices of the MAD-Davis, starting at 5:30 PM. The bond to finance the building of the hangar was refinanced in June 2013. There is a savings for DSLASA of about \$42,000 per year. The DSLASA Board has decided to continue making bond payments at the old rate so that it will be paid off one year early, July 2017. DSLASA has been able to set aside in committed reserves about \$100,216 for future maintenance of the hangar. The DSLASA Board approved the purchase of a new smaller forklift, the sale of the old forklift to MAD-Davis and \$6,700 for preventative maintenance work on the overhead doors.

The Annual Meeting of the American Mosquito Control Association will be held in Seattle, Washington, from February 2 through 6, 2014. Trustees Wilson and Vitek, Secretary Beagley, John Feragen and Manager Dickson will attend this meeting.

**8. Manager's Report:**

The last mosquito control work for the season was an aerial spraying made on October 1. There were no service requests received in October.

The District's two interns attended the UMAA Annual Meeting in Bryce and presented their summer research projects. After the meeting, the interns terminated their employment with the District.

As of November 19, 2013, the Centers for Disease Control and Prevention reported 2,271 human cases of WNV. Utah has reported seven human WNV cases for the year, four in Washington County, two in Weber County and one in Salt Lake County.

The Great Salt Lake elevation remained at its same elevation, 4,194.3, as it was at last month at this time.

**9. Probable Agenda Items for the January 16, 2014, Board Meeting:**

The January 16, 2014, Board Meeting will be held at 12:30 PM at the District's office. A box or sack lunch will be available for those Trustees who need a working lunch at noon, preceding the Board Meeting.

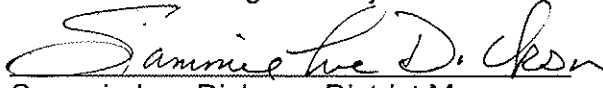
The agenda will include discussion on appointing an Interim Assistant

Manager, an update as to whether the Assistant Manager / Biologist job offer has been accepted, results of the State Contract pricing for pesticide purchases and the changing of Board Officers.

**10. Adjournment:**

Before adjournment, Chair Liddle expressed her appreciation for the work that Dr. Banu Kesavaraju has done for the District and said that he would be very much missed. This sentiment was echoed by the other members of the Board.

Trustee Wilson made a motion to adjourn the December Board Meeting. The motion was seconded by Trustee Thomas and passed with a unanimous vote. The meeting was adjourned at 7:24 PM.

  
Sammie Lee Dickson, District Manager

1/16/2014  
Date

  
La Vone Liddle, Board Chair

01/16/2014  
Date

