

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
September 18, 2014
BOARD MEETING**

1. Roll Call:

Presiding: Maureen Wilson, Chair 2014

Time: 12:30 PM

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

Trustees Present: Maureen M. Wilson, Chair
Todd Erskine, Vice Chair
La Vone Liddle
Karen Okabe
Dr. Dagmar Vitek

Trustees Excused: None

Others Present: Sammie Lee Dickson, Ph.D., Manager
Ary Faraji, Ph.D., Assistant Manager / Entomologist
Sally Beagley, District Secretary
No other members of the public were present

2. Approval of the August 21, 2014, Minutes of the August Monthly Board Meeting:

Secretary Beagley, Trustees Erskine and Liddle offered the following corrections to the pending minutes: Item #4, fifth sentence, add a period after 'etc.'; Item # 10, second paragraph, in the fourth sentence, capitalize 'Model Port' and, Item #10, third paragraph, in the first sentence, make the word 'response' plural. Trustee Liddle made a motion to accept the August 21, 2014, Minutes of the August Board Meeting with the corrections. Trustee Erskine seconded the motion, which passed with a unanimous vote.

3. Presentation of the August 2014 Financial Statements and Approval of Bills for Payment:

Manager Dickson reviewed the August 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. Trustee Vitek suggested that in the future, Manager Dickson need only highlight those checks in excess of \$1,000, the small purchase limit.

The Board had been given a copy of a document titled, 'Outline for Five-Year Plan.' The document contains six columns labeled: Issue, Purpose, Needed, Cost, Timeline and Comments. Rows in the table are labeled: Tax Increase, Architect Engineer, Public Outreach, Maintaining Resources and Trained Staff to be Ready for New Diseases and Invasive Species, Surveillance for Disease, Research, Women's Locker Room, Pesticide Building Expansion, Restructure Organizational Hierarchy and Salary Structure. The District will be having an additional \$205,000 available for the General Fund in the 2018 Budget year. This money is a result of increasing funds from the Salt Lake City Redevelopment Agency Central Business Project and from the payoff of the bond that financed the Davis Salt Lake Aerial Spray Authority hangar. However, in the next four years with an average inflation of 2.5% per year, that money will just cover the inflation, but provide no additional operational funds. Manager Dickson discussed the Tax Increase item as most of the items on the five-year plan are contingent on having additional resources. The District last raised the certified tax rate in 2009 to pay for the bond that was used to construct the DSLASA hangar. Currently, the certified tax rate is 0.000127 and generates approximately \$1,900,000 and costs a property owner \$17.46 per year on a \$250,000 home. New legislation passed by the 2014 Legislature has streamlined the process of a certified tax rate increase from nine months into a three month process. However, it will require approval by the Salt Lake City Council, two ¼ page advertisements in the newspaper, a direct mailing to all property owners in the District and two public hearings. If the mailings are done by postcard it will cost over \$60,000, but if they can be included in a utility billing the cost could be reduced dramatically. Since the process is cumbersome and expensive, a certified tax rate increase needs to be well planned and designed to sustain the District's five-year plan and beyond. Examples of the effect of a certified rate tax increase are: 10% increase would generate an additional \$190,000 per year for the District and add \$1.75 per year to the average home owner in the District; a 20% increase would generate an additional \$380,000 per year for the District and add \$3.50 per year to the average home owner in the District; and a 30% increase would generate an additional \$570,000 per year for the District and add \$5.25 per year to the average home owner in the District.

An Architect / Engineer needs to be hired so that the District can use their services to help with the scheduled pesticide building expansion and to help determine the feasibility of remodeling the women's locker room and expanding the District's laboratory facilities. The selection process can start immediately, with the hiring process to be completed by January.

Women made up half of the 2014 seasonal crew. The women's locker room needs to be remodeled to accommodate the increasing number of women working for the District and to provide more privacy for the dressing and showering areas.

Manager Dickson would like to see the District's public outreach increased through redesign of the District's website and expanding the role of the District's Education Specialist to be year round instead of just the winter months. The initial website design would probably have to be contracted out, but with the intent of

Assistant position that would handle the major compliance issues for the District. Currently, the ITT staff person does maintenance of computers, telephones, GPD, field data, the fish rearing program and is also the Urban Field Supervisor. It is proposed that his duties be narrowed to that of informational technology and a new staff position of Urban Field Supervisor be created.

The District currently has 21 vehicles, 8 ATV's, a boat and two tracked vehicles that have to be maintained. Added to the mechanic duties is the maintenance of the aging facility. It is proposed that the current winter time Mechanic's Assistant fill that role on a year round basis to aid the District Mechanic's increasing work load. This will require bringing on another staff member as a full time Vector Control Technician.

It is also proposed that a position of Lead Supervisor be created to oversee all field operations directly under the Assistant Manager. The creation of this position would necessitate the hiring of a new Rural Field Supervisor.

With the expansion of the District's laboratory and research capabilities, an Entomologist will be needed to run the laboratory, oversee interns and research projects.

Overall this reorganization of hierarchy increases the staff by five individuals with an ongoing cost of \$325,000.

The final part of the five-year plan is to evaluate the District's salary and wage scale. Assistant Manager Faraji compiled the results of a survey of the salaries for various mosquito control positions around the United States. It appears that Utah aligns better with Florida and Louisiana, but all of the District's comparable positions have lower salary ranges than all other states surveyed.

Chair Wilson asked Manager Dickson what is needed from the Board on this agenda item. Manager Dickson said that he would like an approval from the Board to continue working on the five-year plan to better refine purpose, needs and cost estimates. Manager Dickson pointed out that if the District were to initiate a tax increase in October of 2015, the District would not receive the additional funds until December of 2016. Trustee Erskine made a motion to support the concept of the five-year plan, for Manager Dickson to continue to refine the plan and prepare detailed cost estimates before the Board decides on any proposed certified tax increase. The motion was seconded by Trustee Liddle and passed with a unanimous vote.

7. Compensation Survey for Non-Utah MAD's:

This agenda item overlaps with a portion of the five-year plan. In the previous agenda item, the Board looked over a detailed salary survey that Assistant Manager Faraji prepared from information gathered from mosquito abatement districts around the country. It is quite apparent that Utah salaries comparative to districts in other states is on the low end. Trustee Okabe asked what the process has been in the past for employee compensation. Manager

with the fall flooding of the duck hunting clubs, have made a lot of opportunity for mosquito populations to flourish. The extra seasonal employees at this time of year have been very beneficial. By mid-September the numbers of adult mosquitoes and new larval sources have finally slowed down.

From May through July, the District had submitted 722 mosquito pools for testing of West Nile virus with no positives detected. From August 4 through September 8, the District has received confirmation on 35 out of 412 mosquito pools. It is fortunate that these viral isolations have come late in the season. Thus far, there has only been one human case of WNV confirmed from Utah. No additional cases have been reported at this time. Nationally, there have been 725 human cases with 25 deaths. The Orange and Los Angeles County areas of California have been affected the most this year.

During the second week of September, the former manager of the Sevier Mosquito Abatement Division, John Johnson, was indicted on eight felony and three misdemeanor counts of embezzlement from his agency. He is believed to have altered spray records to show more pesticide used than actually was. The difference in chemical was then sold to farms and other mosquito abatement districts. Manager Dickson showed documentation on how this District had purchased three cases of Altosid from Mr. Johnson at a cost of \$1,800. Mr. Johnson had presumably altered the documentation on where and how he had acquired the product that he sold this District.


10. Probable Agenda Items for the October 16, 2014, Board Meeting:

The October Board Meeting will be held on October 16, 2014, at the District office, beginning at 12:30 PM. Box lunches will be available for Trustees beginning at noon.

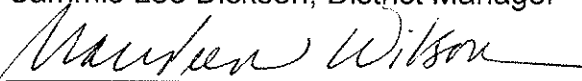
Probable items on the agenda will be discussion and approval of the 2015 Tentative Budget, discussion and approval of salary and wages for 2015, election of Board Officers for 2015, an update on progress of the Five-Year Plan, report on West Nile virus, control activities and progress towards hiring of an architect / engineer.

11. Adjournment:

Trustee Liddle made a motion to adjourn the September Board Meeting. The meeting was adjourned at 3:04 PM.


Sammie Lee Dickson, District Manager

10/16/2014
Date


Maureen Wilson, Board Chair

Oct. 16, 2014
Date