

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
19 July 2018
BOARD MEETING**

Presiding: Carlton Christensen, Chair

Time: 12:30 p.m.

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

Trustees Present: Carlton Christensen, Chair 2018
Dr. Dagmar Vitek, Vice-Chair
La Vone Liddle
Maureen M. Wilson
Karen Okabe (Phoned in at 12:35 p.m. Present #5 - #9. Left at 1:07 p.m.)

Others Present: Ary Faraji, Ph.D., Executive Director
Gregory White, Ph.D., Assistant Director
Aleta Fairbanks, CFO

1. Roll Call:

Trustee Christensen called the meeting to order at 12:32 p.m.; Assistant Director White confirmed that the voice recorder was turned on, and no conflicts of interest were declared.

2. Public Comment:

There were no public comments.

3. Approval of the 21 June 2018 Minutes of the June Public Hearing (Certified Tax Rate and Budget Amendments):

The Board Members were provided an opportunity to review the pending Minutes of the 21 June 2018 Public Hearing Meeting prior to this meeting. There were no changes or edits provided by the Board. Trustee Liddle made a motion to approve the 21 June 2018 Public Hearing Meeting Minutes as presented; the motion was seconded by Trustee Wilson and passed with a unanimous vote.

4. Approval of the 21 June 2018 Monthly Board Meeting Minutes:

A draft copy of the minutes had been provided previously to the Board Members for review and comment. As no additional modifications were indicated at the meeting, Trustee Wilson made a motion to approve the 21 June 2018 Board Meeting Minutes. The motion was seconded by Trustee Vitek and carried unanimously.

5. Presentation of the June 2018 Financial Statements and Approval of Bills for Payment:

The Board Members had received a copy of the financials prior to the Board Meeting, and there were no questions when CFO Fairbanks reviewed the account balances, revenue, and expenses of the General Fund, Capital Projects Fund, and the Local Building Authority. The reconciled bank statement, balance sheets, and credit card receipts for each credit card statement with a balance over \$1,000 were simultaneously circulated for the Board to examine. Trustee Liddle made a motion to approve June's bills for payment and the June 2018 Financial Statements; Trustee Okabe seconded the motion, and it passed unanimously.

6. Consideration for Adoption of a Resolution of the Board of Trustees of Salt Lake City Mosquito Abatement District Authorizing and Approving an Easement Grant to Questar Gas Company for Access at the New District Facilities Located at 2215 North 2200 West (Resolution 7-19-2018):

Questar Gas Company has requested a resolution of the Board of Directors allowing a non-exclusive right-of-way and easement to construct, lay, maintain, operate, repair, alter, inspect, protect, make connections to, remove and replace pipelines, valves, valve boxes and install cathodic monitoring and mitigation facilities and other gas transmission and distribution facilities on the 2215 North 2200 West property. The Trustees were provided with a map where the easement is going along with a copy of the resolution. Upon a motion by Trustee Wilson to approve the easement and a second by Trustee Liddle, the requested resolution carried unanimously.

7. Discussion and Approval for Owner's Representative (Construction Control Corporation) Fee Extension:

The initial project, which was anticipated to be approximately \$10 million, has grown to be around \$16 million. Construction Control Corporation has requested an adjustment to the original contract, which is slightly below the range allowed by the State Contract. Construction Control Corporation has also indicated that overseeing the construction to completion may not require the total amount of the requested increase. The fee extension was approved unanimously upon a motion made by Trustee Liddle and seconded by Trustee Okabe.

8. Discussion and Approval to Replace the District’s Central Air Conditioning Unit:

Three different companies have attempted to fix the central air conditioning unit that services three offices and the breakroom, but their efforts have been futile. North Star H.V.A.C. provided the lowest bid of \$16,500, which included removal of the old air conditioner along with the installation of additional ductwork and the new unit. Due to the high temperatures, Executive Director Faraji had previously sought an unofficial “go ahead” from the Board Members so that the repairs could be made quickly. Trustee Okabe made a motion to officially ratify the prior decision to have North Star H.V.A.C. install the new air conditioner. Her motion was seconded by Trustee Vitek, and it carried unanimously.

9. Construction Updates:

The concrete slab has been poured on the administration building, the concrete looks fine, the walls are beginning to go up, and the masonry work is looking good. The street in front of the building is now finished and looks pleasingly spacious. The foundation for vehicle storage #1 has also been completed. The Project Manager and Project Superintendent are both pleased with how the work is progressing, and we are slightly ahead of schedule.

Our architects at Design West have indicated that providing furniture options was not included in their original contract, and they have agreed to assist with furniture selections for an additional \$3,000. Working in tandem with them will save us time and effort; however, we have asked them to fine tune the language and to define the exact scope so there will be no misunderstandings.

Trustee Christensen agreed to review the Request for Proposals for a public relations/strategic planning firm once Executive Director Faraji finalizes his draft.

10. Report on Attended and Reminder/Approval of Upcoming Training/Meetings:

- **ESA BCE, 6-8 July 2018, Denver, CO**



The Entomological Society of America (ESA) has a sole-source contract through the CDC to develop a group of entomologists who will be ready to respond to public health emergencies, and Executive Director Faraji was asked to become a member of this select group by becoming a Board Certified Entomologist (BCE) through attending a two-day crash course in Denver, Colorado on Saturday and Sunday, the 7th and 8th of July. He passed the two required tests on Sunday and is now officially an ESA BCE. The AMCA is also looking to adopt a similar program at a lower level called the AMCA/ESA ACE (Accredited Certified Entomologist), which will be a program geared towards the private and public sectors for pest control operators doing the actual applications in the field of public health and vector control.

- **Univar Open House, 13 July 2018, SLC, UT**

Executive Director Faraji and Operations Supervisor Hardman attended Univar's open house and received a private tour of the facilities that is now open to the public and private sectors.

- **Valent Biosciences, 23-26 July 2018, Chicago IL**

Executive Director Faraji was fortunate to be one of the 12 mosquito control people Valent Biosciences invited to visit their new public health facility. Valent has a large manufacturing plant, and this new facility has an insectary, green houses, and state-of-the-art laboratories that are of great interest and may provide some useful information for our new facility. Where Valent supplies the biorational larvicides that the District uses, Trustee Christensen recommended that the District cover all of the expenses for this excursion; this will ensure that no conflict of interest will exist between the District and a vendor.

- **UMAA, 28-30 October 2018, Ogden, UT**

The Board was given the dates of this year's UMAA annual conference, and they were reminded about the travel restrictions. More specific details will be provided in the future.

- **UASD, 7-9 November 2018, Layton, UT**

SLCMAD's board meeting will be moved to 15 November because the Utah Association of Special District's annual conference will be held 7-9 November this year. More specific details about the UASD's annual conference will be provided in the future.

11. Executive Director's Report:

The Board received a copy of the Executive Director's Report containing the regular monthly data prior to this meeting.

CFO Fairbanks had the opportunity to attend two seminars that helped to fulfill the 40 hours of continuing professional education that Utah mandates annually in order to keep her CPA license. The first seminar focused on managing conflict and confrontation in the workplace, and the second seminar was an advanced Microsoft Excel seminar.

Two interns who are employed by Utah's Public Health Lab and perform arbovirus testing on the District's mosquito samples visited our lab to learn more about the District's surveillance team activities, how our samples are collected, and why the sampling is significant in protecting public health.

Neil Vickers, a professor at the University of Utah, has conducted noteworthy studies on olfaction and migration of moths. He has developed an elaborate wind tunnel to assist in his testing the effect of wind speed and turbulence on moths, and he is now wondering how his research can be applied in understanding how olfactory pheromones, wind variations, humidity, and light affect mosquito migration. Assistant White was invited to see Vickers' wind tunnel, and he provided pictures and gave a report on the laboratory to the Board.

The annual MosquitoThon Competition with Mosquito Abatement District – Davis has been scheduled for Thursday, August 2nd. The SLCMAD will be hosting the event, and the Board Members were invited to come observe the team-building activities and to join us for lunch.

December's regular board meeting will now be held on 13 December. This meeting will begin at 4:00 p.m., adjourn at 6:00 p.m. for the budget hearing, and then reconvene shortly thereafter. Executive Director Faraji will follow up with all the Board members to ensure that the time change will work out with everyone's schedule.

Biologist Mayerle is doing a wonderful job in the laboratory, and she is proving to be a great asset to the team. However, Education Specialist McKelvie informed Executive Director Faraji that he had accepted other employment and would no longer be working for the District. The staff had a meeting to discuss the situation, and it was decided to hold off filling this position until a further date.

Positive West Nile virus pools in Utah have provided opportunities for Executive Director Faraji, Assistant Director White, and various staff to appear in several newscasts. Assistant Director White and Biologist Mayerle will be presenting at the Bee Keepers' Meeting tonight, and the District will also be hosting two tables at the Utah Natural History Museum's Bug Fest later this month.

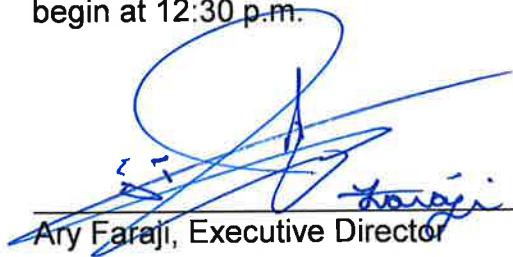
Assistant Director White updated the Board on the surveillance activities in the rural, industrial, and urban areas. Trustee Christensen offered to host a CO₂ trap on his property.

12. Probable Agenda Items for 16 August 2018 Monthly Board Meeting, 12:30 p.m.:

- Construction Updates
- Update on RFP for Public Relations/Strategic Planning
- Executive Director's Report

13. Adjournment:

Trustee Liddle made a motion to adjourn the meeting at 1:53 p.m. A boxed lunch will be available before the 16 August 2018 regular monthly board meeting, which will begin at 12:30 p.m.


Ary Faraji, Executive Director

16 AUG 2018
Date


Carlton Christensen, Chair

8/16/18
Date