Southwest Mosquito Abatement and Control District
Board of Trustees Meeting
September 10th, 2009

The Southwest Mosquito Abatement and Control District Board of Trustees quarterly meeting was held on September 10th, 2009, in the Commission Chambers of the Washington County Administration building. The meeting was convened at 2:00 pm by Chairman Mike Heaton.

Present:
Chairman Michael Heaton, Washington
Commissioner Denny Drake, Washington County
Linda Behling, Rockville
Barbara Rusick, Ivins
Luke Stevens, Virgin
Dale Kingsley, Apple Valley
Merrill Fisher, Enterprise
Darrell Nelson, Leeds
Mayor Pat Cluff, Springdale
Dr. Andrew Barnum, Ex-Officio, Dixie College
Dave Patterson, Washington County Attorney Office
Mario Boisvert, SW Mosquito District Manager

Absent:
Jerry Rasmussen, Washington County Clerk/Auditor Office
Mike Henry, St.George
William Johnson, Hildale
Town of New Harmony Representation
City of Toquerville Representation
City of Hurricane Representation

Excused:
Vice-Chairman Bruce Anderson, Santa Clara
Zacharey Beatty, LaVerkin

Item #1: Roll Call
Board members present signed the sign-in form.

Item #2:
Approval of Minutes from June 11th, 2009 and July 21st, 2009 (Special meeting).
Mayor Pat Cluff made a motion to accept the minutes.
Dale Kingsley seconded the motion and all in attendance voted “Aye.”
Item #3: Bylaws

Mario brought draft copies of the bylaws showing minor and major modifications. Members were invited to read them, and further discussion on proposed changes will occur at the next meeting. The position of the secretary was discussed at the meeting. Currently, no one is officially appointed as the Board secretary. Most tasks of this position are actually performed either by Mario or Jerry Rasmussen. Mr. Patterson mentioned that the position of secretary is a very important one in the District. The minutes of the meetings are currently taken and transcribed by Mario. According to Mr. Patterson, this is not appropriate and someone else (a Board member or someone from the outside) should be appointed to that position. Eventually, the District should be autonomous and ideally that position should be filled by someone from the Board. Mr. Fisher mentioned that specialized companies (management or secretarial services) could be hired to fill that position. If this is the case, Mrs. Behling proposed that the appointed person should always be the same at each meeting. Mr. Patterson mentioned that usually the secretary and treasurer is the same person performing both positions. Mr. Stevens said that two persons should fill these two different positions to avoid extra work. However, for the moment, there are inconsistencies in the bylaws regarding that issue. Concerning the possibility of the secretary and the treasurer being the same person, articles 11 and 12 of the bylaws are contradictory and that issue must be addressed and corrected. Mr. Heaton said that he would look at the different alternatives to filling the position (County, Board members or private companies) and come back with a proposal at the next meeting.

Item #4: Current Budget

As of August 31, 2009, the total revenues were $54,557.92. The revenues included $41,422.17 from taxes, $11,412.92 from intergovernmental sources (a grant from Department of Agriculture + sale of pesticides), and $1,722.83 from interest incomes.

The expenses are for an amount of $231,239.62 which represents 61.6 % of the total budget (normally 66.67 % after 8 months).

On the balance sheet, the value of the total assets is $292,628.34. The breakdown of the assets corresponds to $470,989.72 in total fund/equity, $1,679.68 of liabilities (negative) and $176,681.70 of excess revenues over expenses (negative).

For the first time this year, the District showed expenses in the “Overtime Wages” ledger. Garrett Bull went back to school in the last week of August and was replaced by Jeremy Stover who is also the person who sets up traps in the evening. Jeremy will do both jobs for a month (until the end of September) and will work 56 hours per week. Although he is paid overtime, this was expected and already budgeted.

Since May, money has been withdrawn each month from the “Employee Benefits” ledger for Mr. Mike Oldham’s unemployment insurance. In 2009, these amounts represent a total $7,686.00 and another amount of $3,416.00 was also withdrawn in 2008 for a total amount for both years of $11,102.00. Considering the reasons why Mr. Oldham was terminated in September 2008, some trustees do not understand why Mr. Oldham can collect unemployment insurance. Commissioner Drake mentioned that he will try to get more information on that issue. These amounts are currently taken directly in the “Employee Benefits” ledger (no money accrued each month), but these amounts have never been budgeted to cover such expenses. Mario raised the point that it could be important to put money in the contingent expenses to cover such unexpected expenses. If one employee must be laid off (for whatever reason), the money to cover his replacement is already budgeted but not the money to pay his unemployment insurance.
For the “Public Notices” ledger, the District will go over budget in 2009. There is only $13.00 (4.3% of the annual budget) left in that ledger for the year. One should expect an expense of $25.00 for the ad in the Journal of the American Mosquito Association for the sale of the Duet (adulticide) and approximately $1,000.00 for the advertisement of Mario’s position in different media (for labor certification).

For the office supplies, building maintenance, telephone and insurance, the District is actually under budget for the year and these ledgers should not cause any problems for the rest of the year.

Expenses for “Professional and Technicians” are currently at 79% of the annual budget, but many expenses are still to come (hotel rooms for UMAA Annual Meeting, contract with the County, Board allowances). With these foreseen expenses, this should complete 100% of the annual budget. However, another amount of approximately $2,000.00 is expected in the next months to pay for Mario’s new visa and labor certification fees that will be paid by the District.

The surveillance expenses are actually only at 48% of the total annual budget. The purchase of dry ice for the traps (until the end of October) and the rental, delivery and filling of CO2 cylinders (until the end of September) are expenses expected for the months to come. Six gift cards of $50.00 each will be purchased and offered to the volunteers who set up traps in outlying areas and helped the District with the surveillance program. Although this year 30 traps were set up on a weekly basis instead of 12, this item should be under budget this year. Next year, money should be budgeted for research in that ledger to cover field expenses.

For “Education & Training,” more than 50% of the budget ($788.18) is still available. If one includes expenses for room and gas allowances (Mr. Heaton and Rachelle) expected at the UMAA meeting, only $258.00 will be left in the budget. In the last meeting, Mario mentioned that there will be a trustee session at the UMAA Annual Meeting and that our trustees are more than welcome to attend this session. It should cost approximately $433.00 (registration, room, mileage) per trustee to attend the meeting. Even though the District will go over budget in that ledger if trustees decided to attend the meeting, Mario thought it would be important to have good representation at the meeting. This session should be very educational and informative. Money could be transferred from another ledger to cover the expenses and this should not be a reason for not attending the meeting.

For the pesticides, only 33% of the annual budget was spent. The value of the current inventory is $24,131.12 and three products account for $12,633.70 (52%) of this amount. The products that were not purchased from the 2009 bid plus the sale of pesticides represent a savings of $22,286.12 for the District this year. The District does not expect to buy more products this year and is trying to sell 35 gallons of Duet (adulticide) for $4,500.00. However, we are late in the season and it will be difficult to sell that product.

The District spent a little more than 50% ($11,135.00) of its annual budget for vehicle operations. Even with the major increase in gas prices (from $1.07 - $1.34 in January to $2.71 in September) and the fact that two trucks were fogging three nights / week during the summer, that ledger should be under budget by approximately $4,000.00.

There is still 25% ($386.00) of the budget available for the miscellaneous expenses. A total of $1,114.00 has been spent so far and one item (truck magnets) represents by itself 25% of all the expenses; which leaves a total amount of $861.00 spent for 38 purchased items. This represents an average of $22.65 / item.

For the purchase of equipment, the District is currently $1,158.00 (-5.5%) over budget. The last major purchases in that ledger were the freezer ($606.00) and a RAMP test kit ($1,587.00). In the next months, one should expect the purchase of another RAMP test kit (to perform tests on pools of
mosquitoes until the end of October) and a hand-held fogger. If one includes these two expenses, total expenses for this ledger will be $24,845.00 which represents a total amount of $3,745.00 (18%) over budget. However, expensive and unexpected purchases were made this year in this ledger. RAMP test kits ($4,609.00), GPS ($15,255.00), GIS upgrade ($610.00) and the freezer ($606.00) represent a total amount of $21,080.00 and account for 85% of the expenses in that ledger. A total of $3,765.00 ($24,845.00 - $21,080.00) was spent for 20 other items which represents approximately $190.00/item. Overall, if no other major unexpected expenses happened, the total budget for 2009 should be under budget by $33,000.00.

Item #5: Field Report

Garrett Bull, the third employee working on larviciding, returned to school in the last week of August. Jeremy Stover will replace him until the end of September on his larviciding route and will still continue to set up traps at night until the end of October. Jeremy will work extra hours, but this was already planned in the budget. Currently, if no more extra hours are added, $3,938.00 are still available in the budget for temporary employees, which represent 303 hours at a rate of $13.00/hour.

The trapping season will end the last week of September in the six outlying areas but will continue until the end of October in the St. George area.

This year, the surveillance program was improved by adding 18 more trapping locations to the schedule. This represented many thousands more mosquitoes trapped during the summer. In the last three years, a total of 261 pools of mosquitoes (combined years) were sent to the Utah Department of Health’s state laboratory (UDOH) to be tested for West Nile virus for a total of 6,855 mosquitoes. This year only, as of September 9th, 2009, 184 pools of mosquitoes were sent to the UDOH lab to be tested for West Nile virus and 160 pools were tested in-house with the RAMP kits. This makes a total of 344 pools (vs 261 in the last three years) and almost 18,000 mosquitoes tested this year.

All traps were tested at least once during the summer except for four: HUR003 (power station), LAV002 (Lichfield ponds), ENT001 (Enterprise) and HIL001 (Hildale). Even though four traps were not tested, this represented only two municipalities (Entreprise and Hildale) because other traps were tested in Hurricane and LaVerkin. These traps were not tested because of the insufficient numbers of mosquitoes collected.

As of September 9th, 2009, six pools of mosquitoes were confirmed positive for West Nile virus but in three locations only (Dr Free Clinic, Arboretum and the Radio tower). All pools were Culex tarsalis. In 2008, Washington County recorded only one pool of mosquitoes and one human case. Currently, there are 225 pools of mosquitoes infected with West Nile virus statewide (mostly Culex tarsalis), five horses and one chicken flock. No human cases have been reported yet in the state, although all the states surrounding Utah have at least one case each.

Item #6: Miscellaneous

Mario thanked the members who provided City Council Resolutions but mentioned that there were still five municipalities that did not provide their resolutions.

Three municipalities (New Harmony, Hurricane, Toquerville) still have not appointed Board members. The implications of these vacant seats on the quorum and on the course of the meetings were discussed earlier in the meeting.

The Utah Mosquito Abatement Association (UMAA) Annual Meeting will be held this year in Bryce
Canyon from October 4-6, 2009. Kesler, Bruce, Dr. Barnum, Mr. Heaton, Rachelle and Mario will attend the meeting. Some more trustees may also attend this meeting. Mario will give a talk on the new and improved program in Washington County.

Dr. Barnum will receive at this meeting the “Glen Collett Meritorious Service Award.” This is a great recognition by his peers for his many years of involvement and dedication to the SWMACD control program.

Dr. Barnum and Mario are currently working on a research project. They would like to apply for a $75,000.00 grant awarded by the National Institutes of Health (NIH) for a two-year project on the behavioral patterns of two mosquito species vectors of the West Nile virus in Washington County.

The audit report was available for the members. No disagreements with Management were recorded during the audit. Questions on the audit, if any, should be forwarded to Jerry Rasmussen at the next meeting.

**Item #7: Next Meeting Date:**

The next meeting will be held on November 12th, 2009.

Linda Behling proposed to adjourn the meeting; seconded by Luke Stevens. The meeting was dismissed by Chairman Heaton at 3:05 pm.

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Mario Boisvert, Ph.D.
District Manager