

**Southwest Mosquito Abatement and Control District  
Board of Trustees Meeting**

**December 10, 2020**

The Southwest Mosquito Abatement and Control District Board of Trustees meeting was held on December 10, 2020 at the Mosquito Abatement District building at 1460 South Sandhill Dr., Washington City. Chair Jarett Waite convened the meeting at 4:05 pm.

**Present:**

Adrian Player, Springdale  
Jarett Waite, Santa Clara  
Kevin Tervort, Hurricane  
Jay Lee, Virgin  
Gil Almquist, Washington County  
Treasurer, Susan Lewis, Ex-Officio, Wash. Co. - Auditors  
Office  
Sean Amodt, SWMACD Manager  
Kesler Hansen, SWMACD Asst. Manager  
Karen Noffsinger, SWMACD Admin. Asst.  
Roger Bundy, Washington City  
Chuck Hardy, La Verkin  
Derek Larsen, Ivins

Bart Merrill, Enterprise

**Electronic (Google Meet):**

Terry Bell, Rockville  
Doneva Hecker, New Harmony  
Gary Chaves, Toquerville  
Peter Mills, Leeds

**Excused:**

Apple Valley  
Hildale  
St. George

**Item #1: Roll Call**

The meeting was called to order at 4:05 pm by Chair Jarett Waite. Introductions were made, everyone was present. Jarett Wait stated that the Board needs to nominate a Secretary/Clerk as Miriah Elliott had stepped down. Roger Bundy nominated Derek Larsen for Secretary/Clerk, Chuck Hardy seconded the motion. All in attendance voted "Aye".

**Item #2: Public Hearing**

Chair Jarett Waite opened the public hearing for the 2020 budget amendments at 4:12 pm. There were no public comments. Chair Jarett Waite closed the public hearing. Gil Almquist made a motion to close the 2020 budget amendments, Jay Lee seconded the motion. All in attendance voted "Aye".

Chair Jarett Waite opened the public hearing for the 2021 proposed budget at 4:14 pm. The total budget amount is for \$751,500. Sean Amodt explained there were 2 adjustments made that were approved in the November meeting. The Utilities budget was raised from \$3000 to \$4000 and the Unemployment budget was raised from \$3000 to \$13,000 for Bruce Higgins expected claim that was discussed in the November meeting. There were no public comments. The public hearing was closed.

**Item #3: Approval of Minutes**

The draft minutes from the November 12, 2020 meeting were reviewed. Susan Lewis was concerned that on the backside of the minutes in the second paragraph says Jarett Waite set the public hearing date for the 2021 budgets, but that it should also read "Jarett Waite set the public hearing date for the 2021 budgets *and the 2020 amended budget*". Jay Lee made a motion to approve the minutes for November 12, 2020 with the change to the paragraph including the 2020 amended budget, Kevin Tervort seconded the motion. All in attendance voted "Aye".

**Item #4: Budget Items**

Susan Lewis presented the expenses through October. She states that everything looks good. Chuck Hardy made a motion to approve the expenses through October, Roger Bundy seconded the motion. All in attendance voted "Aye".

Susan Lewis presented the 2020 budget amendments. She stated that when the District starts the year, they don't know what the certified tax rate will be, so the District uses the previous year's tax rate to determine what their budget should be. There was \$46,100 more in revenue in the 2020 budget than expected. Susan explained that there is a state law that auditors check frequently that states you can only keep so much money in your general fund. Susan reported that the excess funds up to \$81,800 will be transferred to the Capital Facilities Project Fund. Adrian Player made a motion to approve the 2020 budget amendments as presented, Jay Lee seconded the motion. All in attendance voted "Aye".

Susan Lewis presented the 2021 proposed budget. The 2021 budget is based on the certified tax rate from 2020 and was set at \$751,500. There was a proposed increase of 4% for salaries and there was a re-adjustment for additional employees. Sean explained that there will be another vehicle purchase in 2021 and possibly another electric fogger. Jarrett Waite stated that the District Administration does a very good job of staying within the budget. Kevin Tervort made a motion to approve the 2021 proposed budget as presented, Gil Almquist seconded the motion. All in attendance voted "Aye".

Jarrett Waite stated that the 2021 Capital Facilities Project budget also needed to be approved. Kevin Tervort made a motion to approve the 2021 Capital Facilities budget, Jay Lee seconded the motion. All in attendance voted "Aye".

#### **Item #5: Policy and Action Items**

Jarrett Waite presented the 2021 Board meeting schedule. The November 11, 2021 meeting date is also Veterans Day. Doneva Hecker commented that the December 19<sup>th</sup> meeting date was a little too close to Christmas. That date was a typo, the date should have been December 9<sup>th</sup>. Gary Chaves made a motion to approve the meeting schedule with the change from December 19<sup>th</sup> to December 9<sup>th</sup>, Jay Lee seconded the motion. All in attendance voted "Aye".

Sean Amoldt presented the updated job descriptions and new titles for the District staff. The new titles/job descriptions are District Administrator, Operations Administrator, Office & HR Administrator, Mosquito Surveillance Administrator and Mosquito Surveillance Technician. The District will hire 2 Full-Time benefited Mosquito Surveillance Technicians from in-house. The 2 eligible seasonal employees have been with the District for 5 seasons. Kevin Tervort made a motion to approve the hiring of 2 Full Time Mosquito Surveillance Technician positions, Chuck Hardy seconded the motion. All in attendance voted "Aye".

Sean Amoldt presented the Commute Use policy. This policy came from the IRS website. For the employees that use a vehicle and take it home, they will be taxed for commute use. Jay Lee made a motion to approve the Commute Use Policy, Roger Bundy seconded the motion. All in attendance voted "Aye".

#### **Item #6: Manager's Report**

Sean Amoldt presented the Mosquito Distribution report. St. George had the largest number of mosquitoes this last season, but they also have the most trapping areas. Some of the highlights are the SLE (St. Louis Encephalitis) positives that showed up this season. The District did get confirmation on these from the CDC. There were quite a few locations that showed up positive this season for SLE. There was no WNV (West Nile Virus). Springs Park had around 6000 mosquitoes last season and it is down to 1400 mosquitoes this season. Along with treating, Mosquito Surveillance Techs were out there almost everyday breaking down dams to get the water moving which helped bring those numbers down.

#### **Item #6: Board Member Comments or Questions**

Doneva Hecker wanted to thank Sean and his staff. She thinks they do an exceptional job running the District.

#### **Item #8: Adjourn**

Motion to adjourn made by Adrian Player, Roger Bundy seconded the motion.

The next scheduled meeting will be held on February 11, 2021 at the Mosquito Abatement District office, at 4:00 pm.

Chair Waite dismissed the meeting at 5:03 pm.

**Approved minutes signed by Executive Board Member:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

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