



CANYON COUNTY MOSQUITO ABATEMENT DISTRICT

9719 Booker Lane, Nampa, ID 83686

Telephone 208-461-8633

Fax 208-461-4459

Website www.canyoncountymosquito.com

Board of Trustees Monthly Meeting

Minutes

January 18, 2022

4:00pm via Zoom

Join Zoom Meeting

<https://zoom.us/j/4972787210?pwd=Z3lTRDgwYW44OWhtNVhUSzBHVmhOZz09>

Meeting ID: 497 278 7210

Password: 685131

Dial In at

+1 253 215 8782

Find your local number: <https://zoom.us/j/ab37X2iz9P>

Phone #: 857-444-6500

This meeting has been noticed according to the Idaho Code §74-203(4) and (5). The Board of Trustees meets regularly on the third Tuesday of each month. The meeting will begin at 4:00 pm via Zoom.

1. **Call to order:** Doug Shinn called the meeting to order at 4:01 PM.
2. **Roll call of Board Members:** Doug Shinn, Norm Brown, Liz Mamer, Tammy Dittenber, Scott Robinson
Staff & Guests: Jim Lunders, Ashton Davis, Chris Ocegueda, Annie Keene
3. **Secretary or other person appointed to take minutes [Idaho Code § 74-205(1)]:** Annie Keene
4. **Agenda Amendments (if any) [Idaho Code §74-204(4)(b) & (c)]:** Election of a Secretary to Board of Trustees.
5. **Public Comment:** Persons wishing to address the Board on items not on the Agenda (limit to 5 minutes per person): None
6. **Consent Calendar:** These matters include routine financial and administrative actions. All items on the Consent Calendar will be voted on as a single action.
 - a. Consideration and approval of Canyon County MAD Board of Trustees Monthly Meeting minutes for December 7, 2021.
 - b. Review of Budget vs Actual and Statement of Activity for December 2021.

Liz Mamer stated we need to be cognizant of the budget for 2023 and adjust according to the economy and inflation.

Norm Brown asked about weekly incentive budget vs actual spend.

- Also asked about NPDES Compliance & Related Fees budget item

Norm Brown moved to accept the items on the consent calendar as presented, Liz Mamer seconded, motion carried unanimously.

7. New Business:

a. Director's Report: Annual Report

Questions:

- Scott asked when the total number of WNV cases was tallied
 - o Jim explained it is usually done by end of year, as cases trickle in throughout winter.

General Feedback:

- Page 5; having 5-year trend is useful – extend out if possible (surveillance and testing)
- Tammy stated it was very well done

Jim is unsure of how report will be presented to BOCC but presumes It will be presented like it was in 2021. Jim will mail and wait to see if a meeting is scheduled.

Jim announced the selection of Chris Ocegueda as the new Assistant Director after a nationwide search.

Jim traveled to the Montana meeting and presented to peers. Reported that many districts are having the same problems as CCMAD regarding staffing.

New Logo:

Comments:

- Tammy: Does a good job of differentiating from other CCMAD's in Canyon County.
- Liz: Does not get a sense of comfort and feels as though it is gruesome. Would like a different logo.
- Scott: suggested a more recognizable Canyon County in logo.
- Doug: initial impression is negative.

Action Items: Jim will look at more districts' logos and come up with new ideas.

b. Election of Officers:

Action: The chair calls for nominations for Board President

Liz Mamer moved to nominate Doug Shinn as president, Tammy Dittenber seconded, motion carried unanimously.

Action: The chair calls for nominations for Board Treasurer

Liz Mamer moved to nominate Norm Brown as treasurer, Tammy seconded, motion carried unanimously.

Action: The chair would entertain a motion to elect the slate of candidates as nominated.

Tammy Dittenber moved to nominate Liz Mamer as Secretary, Norm Brown seconded, motion carried unanimously.

c. Purchase of Two ATV trailers:

Jim requested the purchase of two new ATV trailers.

- Board believes that cost, efficiency, and safety are all worth the cost of the trailers.
- CCMAD will sell old trailers at auction.
- The board feels the cost of trailers is within Jim's discretion as director.

Action: The chair would entertain a motion to purchase two ATV trailers from Quality Trailer sales for \$4600 each.

8. Old Business:

a. Bookkeeping Contract:

Jim does not believe that the bookkeeping we receive is not the level of expertise we need or were expecting.

Would like to hire a bookkeeper that has knowledge of Governmental entities.

Tammy suggested contacting Zach Wagner or someone through the County to find more bookkeepers to get proposals from.

Doug would like us to begin the search for a new bookkeeper.

9. Board Discussion:

Scott would like to say thank you for allowing him to join us at the December CEU training

No other comments.

Jim will be putting out a job description for Lab Manager.

Northwest Mosquito Ass. Meeting is tentatively scheduled for April 12th – 15th, 2022.

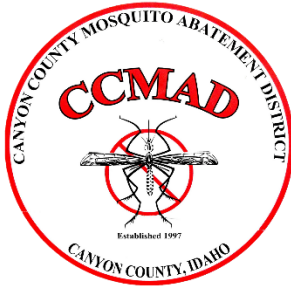
10. Executive Session (if any) [Idaho Code §74-206, (1)(a) and (b) Personnel selection and evaluation, (1)(c) Acquire interest in real property, (1)(d) Consider records exempt from disclosure, (1)(f) Discuss litigation with attorney, (1)(i) Consider claims or potential claims with risk manager or insurer]: None

11. Action Item(s) for next meeting: None

12. Next meeting dates: February 15, 2022, at 4PM.

13. Adjourn

Action: The chair would entertain a motion to adjourn.



Canyon County Mosquito Abatement District

9719 Booker Lane, Nampa, ID, 83686

Phone: 208-461-8633 | Fax: 208-461-4459

www.2cmad.org

Board of Trustees Monthly Meeting

Minutes

February 22, 2022

4:00pm via Zoom

Join Zoom Meeting

<https://zoom.us/j/4972787210?pwd=Z3lTRDgwYW44OWhtNVhUSzBHVmhOZz09>

Meeting ID: 497 278 7210

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Phone #: 857-444-6500

This meeting has been noticed according to the Idaho Code §74-203(4) and (5). The Board of Trustees meets regularly on the third Tuesday of each month. The meeting will begin at 4:00 pm via Zoom.

1. Call to order:

Doug Shinn called the meeting to order at 4:01pm

2. Roll call of Board Members: Doug Shinn, Tammy Dittenber, Norm Brown, Scott Robinson

Liz Mamer arrived at 4:56pm

Staff & Guests: James Lunders, Annie Keene, Chris Ocegueda, Niqui Herve

3. Secretary or other person appointed to take minutes [Idaho Code § 74-205(1)]: Annie Keene

4. Agenda Amendments (if any) [Idaho Code §74-204(4)(b) & (c)]: None

5. Public Comment: Persons wishing to address the Board on items not on the Agenda (limit to 5 minutes per person): None

6. Consent Calendar: These matters include routine financial and administrative actions. All items on the Consent Calendar will be voted on as a single action.

- a. Consideration and approval of Canyon County MAD Board of Trustees Monthly Meeting minutes for January 18, 2022.
- b. Review of Budget vs Actual and Statement of Activity for January 2022.

Jim stated that on Page 1 of *2022 Budget to Actual Comparison*: Money was miscategorized under labor expenses.

Norm questioned the Statement of Activity credit. The credit was for a PERSI payment paid twice, one of which was credited to our account.

Doug Shinn would like to know if the board would like to see more detail under the 'memo' column?

Tammy: Does not think it is necessary

Norm: Does not think it is necessary

Tammy Dittenber moved, Norm Brown seconded, motion carried unanimously.

7. New Business:

a. Director's Report:

- Hiring: Seasonal Crew Leads will start March 1st to prepare for the season. The rest of the seasonal employees will begin April 1st.
- Meetings: Jim and Chris will attend the AMVCA Meeting February 28th – March 4th.
- Technology: The website will be completed and live by March 1st.
- Parking lot: 1 bid, 1 quote; waiting on word of a performance and payment bond. Has been difficult to find a crew willing to do the work.
 - Discussion on whether a performance and payment bond is necessary.
 - The board does not believe a performance and payment bond is necessary.

b. 2022 Work Plan:

Simplified document compared to past work.

Board suggestions:

- All board members approved and thought the document was exactly what is needed.

c. 2022 Organizational Chart:

Organization chart better utilizes full time staff already had

Tammy: Appreciates the conciseness

All others: No issues with current chart

Posting job announcements to Indeed. Tammy suggests to also turn over to Dept. of Labor.

Board would like link to Lab Manager job posting when listed.

d. Purchase of Aerial Photos Maps of Canyon County from Canyon County:

Action: The chair moves to entertain a motion to purchase a complete set of Aerial Photo Maps from Canyon County for \$5000.00.

Tammy Dittenber moves, Norm Brown seconds, motion is carried unanimously.

8. Old Business:

a. Bookkeeping:

Reached out to three, only one has returned a quote.

Jim will continue to look for more bookkeepers that might be interested.

9. Board Discussion:

None

10. Executive Session (if any) [Idaho Code §74-206, (1)(a) and (b) Personnel selection and evaluation, (1)(c) Acquire interest in real property, (1)(d) Consider records exempt from disclosure, (1)(f) Discuss litigation with attorney, (1)(i) Consider claims or potential claims with risk manager or insurer]:

None

11. Action Item(s) for next meeting:

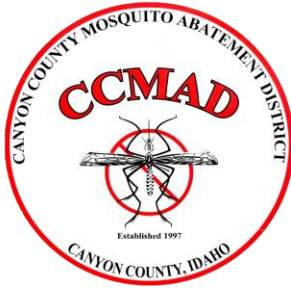
Parking lot and bookkeeper updates.

12. Next meeting dates: March 22, 2022, at 4PM.

13. Adjourn

Action: The chair would entertain a motion to adjourn.

Liz Mamer moved, Norm Brown seconded, motion is carried unanimously.



Canyon County Mosquito Abatement District

9719 Booker Lane, Nampa, ID, 83686

Phone: 208-461-8633 | Fax: 208-461-4459

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Board of Trustees Monthly Meeting

Minutes

March 22, 2022

4:00pm via Zoom

Join Zoom Meeting

<https://zoom.us/j/4972787210?pwd=Z3lTRDgwYW44OWhtNVhUSzBHVmhOZz09>

Meeting ID: 497 278 7210

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This meeting has been noticed according to the Idaho Code §74-203(4) and (5). The Board of Trustees meets regularly on the third Tuesday of each month. The meeting will begin at 4:00 pm via Zoom.

1. **Call to order:** Doug Shinn called the meeting to order at 4:10.
2. **Roll call of Board Members:** Doug Shinn, Scott Robinson,
Staff & Guests: James Lunders, Chris Ocegueda, Niqui Herve
3. **Secretary or other person appointed to take minutes [Idaho Code § 74-205(1)]:** Annie Keene
4. **Agenda Amendments (if any) [Idaho Code §74-204(4)(b) & (c)]:**
5. **Public Comment:** Persons wishing to address the Board on items not on the Agenda (limit to 5 minutes per person): None

No quorum present, therefore meeting was cancelled further agenda items will be moved to the April 19th meeting.

As a reminder, the Northwest Vector Control Association meeting is April 13 & 14th.

6. **Consent Calendar:** These matters include routine financial and administrative actions. All items on the Consent Calendar will be voted on as a single action.
 - a. Consideration and approval of Canyon County MAD Board of Trustees Monthly Meeting minutes for February 22, 2022.
 - b. Review of Budget vs Actual and Statement of Activity for February 2022.

Action: The chair would entertain a motion to accept the items on the consent calendar as presented.

7. New Business:

a. Director's Report:

- Product
- Hiring
- No Spray List
- AMCA

b. NWMVCA Meeting:

c. Health Insurance Agent:

8. Old Business:

- a. Parking Lot Proposals: Thueson Construction \$256,250.75, Central Cove Construction \$382,214.00, Prime Construction & Asphalt and Black Water Solutions \$344,365.18.

Action: The chair would entertain a motion to accept (Company Name)'s proposal.

- b. Bookkeeping: Kathleen Roma & Associates, PLLC. Payroll costs \$300 per month (winter), \$400 per month (summer). Quarterly reports \$125. Year end \$400. Bookkeeping \$75 per hour.

Action: The chair would entertain a motion to begin using Kathleen Roma & Associates for our bookkeeping needs beginning May 1, 2022.

9. Board Discussion:

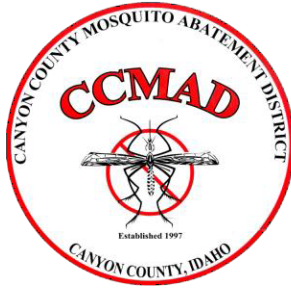
10. Executive Session (if any) [Idaho Code §74-206, (1)(a) and (b) Personnel selection and evaluation, (1)(c) Acquire interest in real property, (1)(d) Consider records exempt from disclosure, (1)(f) Discuss litigation with attorney, (1)(i) Consider claims or potential claims with risk manager or insurer]:

11. Action Item(s) for next meeting:

12. Next meeting dates: April 19, 2022 at 4PM.

13. Adjourn

Action: The chair would entertain a motion to adjourn.



Canyon County Mosquito Abatement District

9719 Booker Lane, Nampa, ID, 83686

Phone: 208-461-8633 | Fax: 208-461-4459

www.2cmad.org

Board of Trustees Monthly Meeting

Minutes

April 19, 2022

4:00pm via Zoom

Join Zoom Meeting

<https://zoom.us/j/4972787210?pwd=Z3lTRDgwYW44OWhtNVhUSzBHVmhOZz09>

Meeting ID: 497 278 7210

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Find your local number: <https://zoom.us/j/ab37X2iz9P>

Phone #: 857-444-6500

This meeting has been noticed according to the Idaho Code §74-203(4) and (5). The Board of Trustees meets regularly on the third Tuesday of each month. The meeting will begin at 4:00 pm via Zoom.

1. **Call to order:** Jim Lunders called the meeting to order at 4:06PM.
2. **Roll call of Board Members:** Tammy Dittenber, Norm Brown, Scott Robinson, Doug Shinn, and Liz Mamer
3. **Staff & Guests:** James Lunders, Annie Keene, Chris Ocegueda, and Niqui Herve
4. **Secretary or other person appointed to take minutes [Idaho Code § 74-205(1)]:** Annie Keene
5. **Agenda Amendments (if any) [Idaho Code §74-204(4)(b) & (c)]:** None
6. **Public Comment:** Persons wishing to address the Board on items not on the Agenda (limit to 5 minutes per person): None
7. **Consent Calendar:** These matters include routine financial and administrative actions. All items on the Consent Calendar will be voted on as a single action.
 - a. Consideration and approval of Canyon County MAD Board of Trustees Monthly Meeting minutes for February 22, 2022. March 22, 2022 meeting canceled due to lack of quorum.
 - b. Review of Budget vs Actual and Statement of Activity for February 2022. Review of Budget to Actual and Statement of Activity for March 2022.

Tammy Dittenber moved to accept the consent calendar as presented, Norm Brown Seconded, the motion was approved unanimously.

8. **New Business:**
 - a. Director's Report:

- Product:
 - Almost all vendors had bulk deals on product this year. CCMAD purchased May product in February, and most vendors are increasing product prices by 10%.
- Hiring
 - CCMAD is behind in field staff. The hires that have been made have done well. Jim and staff are trying to find solutions and identify what the reasoning is behind the staffing difficulties.
- No Spray List
 - CCMAD staff sent out letters to all individuals with 'No Spray Zone' (NSZ) properties, requesting they call to update their information if they wish for their property to remain on the NSZ list. Only about 20% have responded, with many letters being 'return to sender.'
- AMCA
 - Major label changes; to comply with endangered species act, there will be a QR code on the label. Staff must identify steps to reduce risk to each listed species.
- NWMVCA Meeting
 - Toured Canyon County, Ada County, and Gem County.
 - Snow stormed stopped many individuals from attending.
 - Not all logistics went as planned.
 - Talks were informative and well received.
 - Chris Ocegueda gave talk on gravid traps; good presentation.
 - Many presentations on UAV use.
- Washington Day
 - 2 days of meetings with:
 - National Marine Fisheries Service
 - US Fish and Wildlife
 - EPA
 - USDA
 - CDC
 - Idaho Congressional delegation
 - All meetings will involve discussion of new label changes and Expanded Lab Capacity Grant funding.

b. Budget Hearing:

- Meeting date has to be submitted by April 30th.
- Budget hearing date: August 16th in conjunction with the regular board meeting; Norm Brown will not be in attendance.

c. Health Insurance Agent:

- Renewal date is May 1st.
- In lead up to budget process, Jim proposes to change renewal date to September so that insurance budget and numbers can be looked at during the budget hearing.
 - Board members agree with Jim and the proposed change in renewal date.

9. Old Business:

- a. Parking Lot Proposals: Thueson Construction \$256,250.75, Central Cove Construction \$382,214.00, Prime Construction & Asphalt and Black Water Solutions \$344,365.18.
- With current rate of fuel prices, Jim proposes to delay construction until after summer.
 - Scott and Norm believe prices will not be going down soon and it might be beneficial to go ahead with construction now.
 - Liz is on the fence between being cautious because of the volatile market and believing inflation will continue to rise.
 - 2 undecideds, 3 would like to continue, Jim is cautious

Project time frame: N/A because of supply chain issues

Liz moves to accept Thueson Construction's bid due to price and reputation of company, Tammy Dittenber seconded, the motion is accepted unanimously to go forward with Thueson Construction's proposal.

- b. Bookkeeping: Kathleen Roma & Associates, PLLC. Payroll costs \$300 per month (winter), \$400 per month (summer). Quarterly reports \$125. Yearend \$400. Bookkeeping \$75 per hour.

Liz Mamer moves to begin using Kathleen Roma & Associates for our bookkeeping needs, starting May 1, 2022, while allowing the Jim to extend the completed rollover date at his discretion. Norm Brown seconds, the motion is passed unanimously.

10. Board Discussion:

Tammy Dittenber suggests that the board initiate Jim's annual performance and salary review.

Action: Tammy will provide examples of tools that can be used for the performance and salary review.

11. Executive Session (if any) [Idaho Code §74-206, (1)(a) and (b) Personnel selection and evaluation, (1)(c) Acquire interest in real property, (1)(d) Consider records exempt from disclosure, (1)(f) Discuss litigation with attorney, (1)(i) Consider claims or potential claims with risk manager or insurer]: None

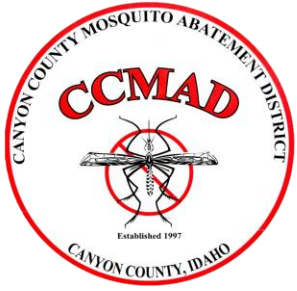
12. Action Item(s) for next meeting: Audit

13. Next meeting dates: May 26, 2022 at 4PM.

Auditor will be presenting 2021 audit findings.

14. Adjourn

Norm Brown moves to adjourn, Scott Robinson seconded, motion passes, meeting adjourned at 5:09 PM.



Canyon County Mosquito Abatement District

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www.2cmad.org

Board of Trustees Monthly Meeting

Minutes

May 26, 2022

This meeting has been noticed according to the Idaho Code §74-203(4) and (5). The Board of Trustees meets regularly on the third Tuesday of each month. The meeting will begin at 4:00 pm

1. **Call to order:** Doug Shinn called the meeting to order at 4:01 PM
2. **Roll call of Board Members:** Doug Shinn, Norm Brown, Liz Mamer, & Scott Robinson
Staff & Guests: Jim Lunders & John Russel
3. **Secretary or other person appointed to take minutes [Idaho Code § 74-205(1)]:** Jim Lunders
4. **Agenda Amendments (if any) [Idaho Code §74-204(4)(b) & (c)]:** None
5. **Public Comment:** Persons wishing to address the Board on items not on the Agenda (limit to 5 minutes per person):
6. **Consent Calendar:** These matters include routine financial and administrative actions. All items on the Consent Calendar will be voted on as a single action.
 - a. Consideration and approval of Canyon County MAD Board of Trustees Monthly Meeting minutes for April 19, 2022.
 - b. Review of Budget vs Actual and Statement of Activity for April 2022. Action:

Liz Mamer moved to accept the items on the consent calendar as presented, Scott Robinson seconded, motion carried unanimously.

7. New Business:

- a. **Audit:** Presented by John Russell, CPA Zwygart John & Associates CPAs, PLLC. No issues were identified. District currently has ~9 months of reserves which is appropriate for this type of agency.

Liz Mamer moved to accept the Audit as presented, Scott Robinson seconded, motion carried unanimously.

b. Director's Report: New Office Administrator will begin on 6/1. New Lab Supervisor will begin on 7/5.

- Applications: We have larvacided about 3500 acre YTD. The cold weather has delayed adult control operations from previous years.
- Trapping: We have started trapping but really are not catching anything yet.
- Southwest District Health-MAD WNV Tabletop Exercise: GCMAD, PCMAD, IHD, SWDH and CCMAD had a round table to discuss better communication of potential disease threats in the coming year. The meeting went very well and resolved several issues we faced last season.
- Washington Day: Jim met with USFWS, NMFS, EPA, CDC as well as Idaho's congressional delegation during the AMCA's annual Washington Day conference. Major issues discussed were ELC grants for surveillance and ESA consultations between EPA and the Services.

8. Old Business: None

9. Board Discussion: It was suggested we discontinue automatically moving interest from our savings account to the checking account each month. The board would like Jim to investigate possibly investing our reserves into the State Investment Fund.

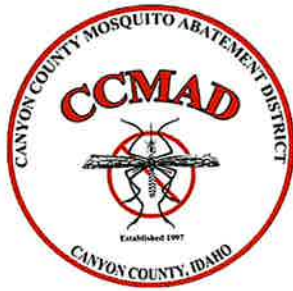
10. Executive Session (if any) [Idaho Code §74-206, (1)(a) and (b) Personnel selection and evaluation, (1)(c) Acquire interest in real property, (1)(d) Consider records exempt from disclosure, (1)(f) Discuss litigation with attorney, (1)(i) Consider claims or potential claims with risk manager or insurer]: None

11. Action Item(s) for next meeting: Health Insurance Presentations

12. Next meeting dates: June 21, 2022 at 4PM. via Zoom

13. Adjourn

Norm Brown moved to adjourn, Scott Robinson seconded, motion carried unanimously at 5:55 pm.



Canyon County Mosquito Abatement District

9719 Booker Lane, Nampa, ID, 83686

Phone: 208-461-8633 | Fax: 208-461-4459

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Board of Trustees Monthly Meeting

Minutes

June 21, 2022

4:00pm via Zoom

Join Zoom Meeting

<https://zoom.us/j/4972787210?pwd=Z3lTRDgwYW44OWhtNVhUSzBHVmhOZz09>

Meeting ID: 497 278 7210

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Find your local number: <https://zoom.us/j/ab37X2iz9P>

Phone #: 857-444-6500

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1. **Call to order:** Doug Shinn called the meeting to order at 4:01PM.
2. **Roll call of Board Members:** Doug Shinn, Tammy Dittenber, and Liz Mamer
3. **Staff & Guests:** James Lunders, Melinda McAlister, and Chris Ocegueda
4. **Secretary or other person appointed to take minutes [Idaho Code § 74-205(1)]:** Melinda McAlister
5. **Agenda Amendments (if any) [Idaho Code §74-204(4)(b) & (c)]:** None
6. **Public Comment:** Persons wishing to address the Board on items not on the Agenda (limit to 5 minutes per person): None
7. **Consent Calendar:** These matters include routine financial and administrative actions. All items on the Consent Calendar will be voted on as a single action.
 - a. Consideration and approval of Canyon County MAD Board of Trustees Monthly Meeting minutes for May 26, 2022.
 - b. Review of Budget vs Actual and Statement of Activity for May 2022.

Liz Mamer moved to accept the consent calendar as presented, Tammy Dittenber Seconded, the motion was approved unanimously.

8. New Business:

- a. Director's Report:
 - Water Levels:
 - Huge change in water levels with the recent large rain events. Jim feels most

issues will be in backyards, but the cooler weather with the delayed Spring has kept things quieter so far.

- Trapping:
 - It's been cooler and windy which hasn't been good for trapping.
- Applications:
 - There's been 6,000 acres of larvae control work. 12,000 treatments sites. Adult treatments are 10% down from last year as with the cooler weather there hasn't been as many requests.
- b. Biological Control:
 - Chris met with Idaho Fish & Game about possibility of being able to offer Mosquito Fish to the public, as a direct staff level application of the fish into stock water tanks. Fish & Game is supportive of us moving forward.
- c. Public Education Insects:
 - Chris also has started the USDA process of getting permits to have Stick Insects to use during public education events.
- d. Health Insurance Options Presentation:
 - Agent couldn't attend today's meeting. Hopefully at next meeting they will be able to show an option that CCMAD could pay down the deductible so staff are not paying as much out of pocket.
- e. Printer/Copier Purchase:
 - There are 2 different proposals from Pacific Office Automation and one to buy the current machine from Fishers. Pacific Office Automation salesman is able to give CCMAD the Government rate of \$75 a month compared to Fishers which is currently \$150 a month. Jim presented the offer from Pacific Office Automation which will provide a new machine to the office, and a contract to service the machine at a lower cost to CCMAD. They will also help us with the freight to return the existing machine back to Fishers.

Tammy Dittenber moves to authorize the purchase of a Canon imageRUNNER Advance 5840i from Pacific Office Automation. Liz Mamer seconded. The motion was approved unanimously.

- f. Vehicle Purchases:
 - There are currently no state bid trucks available. The District needs two vehicles to operate.

Liz Mamer moves to allow the District Director to purchase 2 more trucks up to \$40,000 each. Tammy Dittenber seconded. The motion was approved unanimously.

9. Old Business: None.

10. Board Discussion:

Tammy Dittenber discussed the need for relief from the soaring gas prices that are negatively impacting the District. She asked that the board draft a letter to the Governor and legislators requesting government agencies be exempted from state fuel taxes. Doug Shinn asked Tammy to draft a letter and send to the board for consideration.

11. Executive Session (if any) [Idaho Code §74-206, (1)(a) and (b) Personnel selection and evaluation,

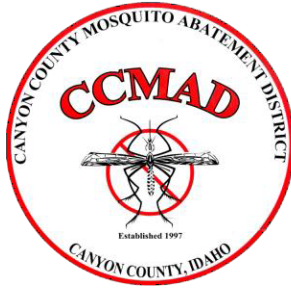
(1)(c) Acquire interest in real property, (1)(d) Consider records exempt from disclosure, (1)(f) Discuss litigation with attorney, (1)(i) Consider claims or potential claims with risk manager or insurer]: None

12. Action Item(s) for next meeting: Health Insurance review for staff. Gas tax letter from Tammy.

13. Next meeting dates: July 19, 2022 at 4PM.

14. Adjourn

Tammy Dittenber moves to adjourn, Liz Mamer seconded, motion passes, meeting adjourned at 5:30 PM.



Canyon County Mosquito Abatement District

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Board of Trustees Monthly Meeting

Minutes

August 16, 2022

4:00pm via Zoom

Join Zoom Meeting

<https://zoom.us/j/4972787210?pwd=Z3lTRDgwYW44OWhtNVhUSzBHVmhoZz09>

Meeting ID: 497 278 7210

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2. **Roll call of Board Members:** Doug Shinn, Tammy Dittenber, Scott Robinson, and Liz Mamer
3. **Staff & Guests:** James Lunders, Melinda McAlister, and Chris Ocegueda
4. **Secretary or other person appointed to take minutes [Idaho Code § 74-205(1)]:** Melinda McAlister
5. **Agenda Amendments (if any) [Idaho Code §74-204(4)(b) & (c)]:** None
6. **Public Comment:** Persons wishing to address the Board on items not on the Agenda (limit to 5 minutes per person): None
7. **Consent Calendar:** These matters include routine financial and administrative actions. All items on the Consent Calendar will be voted on as a single action.
 - a. Consideration and approval of Canyon County MAD Board of Trustees Monthly Meeting minutes for June 21, 2022.
 - b. Review of Budget vs Actual and Statement of Activity for June 2022.

Tammy Dittenber moved to accept the consent calendar as presented. Scott Robinson seconded; the motion was approved unanimously.

8. New Business:

- a. **Health Insurance Options Presentation;** Lori Shandro: Lori Shandro from Shandro Group gave a presentation regarding the change of an additional health insurance option for staff to choose from. The new addition will give the option for staff to choose from a 3rd option that will allow

them to have a lower deductible up front however the total cost of the plan will be more. It has been found that at changing the deductibles to fit the majority of other plans that people typically see when working for governmental agencies. She discussed that they were requested to changing the renewal & open enrollment dates from March to September due to agency needs.

Tammy Dittenber moved to accept the proposal and to change the renewal date from March to September as presented. Scott Robinson seconded; the motion was approved unanimously.

b. Director's Report:

- Water Levels: Lake Lowell hit the average line and water has been dropping. This should help to decrease mosquito production.
- Trapping: Culex numbers are starting to climb.
- Applications: District is using more residual products. Adult mosquito applications are way down compared to last year.
- Horse WNV Testing: State of Idaho does not pay for horse testing. After a recent community situation where a horse was euthanized for suspected WNV but the veterinary staff didn't test the horse to verify an infection. Jim spoke with the vets involved, as well as the state testing representatives and the fee for the test is \$20.

c. Gas Tax Letter: Tammy Dittenber drafted a letter regarding this previously discussed item. Board agreed to table this now that fuel prices had come down.

d. Drone: Jim Lunders presented a quote for a used drone from Frontier Precision. They have a demo drone available at a lower cost, model Matrice 600 Pro with no previous or existing damage. Price \$10,218.00

Liz Mamer moved to accept the proposal for the used Matrice 600 Pro for \$10,218.00. Scott Robinson seconded; the motion was approved unanimously.

9. Old Business:

- a. Vehicle purchases: Jim Lunders stated that he was able to source and complete the approved purchase of one used 2020 and one new 2022 Chevrolet Colorado pickup trucks for the District use. Total purchase price of \$71,113.16.
- b. Printer purchase: Jim Lunders stated that he was able to complete the approved purchase of a replacement office copier.

10. Board Discussion:

- a. Hiring more seasonal staff: Tammy Dittenber asked for the status of the amount of seasonal staff hired and how staffing levels are currently. Jim Lunders responded that it would have been nice to get more seasonal staff this year but the amount the District has currently seems to be working out and the crews are getting tasks completed in a timely manner. Some discussion on how to and when to do more advertising for open positions for next years season.

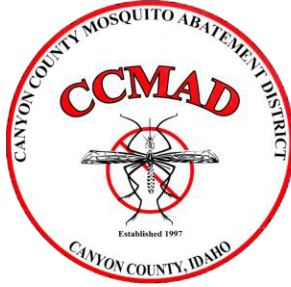
11. Executive Session (if any) [Idaho Code §74-206, (1)(a) and (b) Personnel selection and evaluation, (1)(c) Acquire interest in real property, (1)(d) Consider records exempt from disclosure, (1)(f) Discuss litigation with attorney, (1)(i) Consider claims or potential claims with risk manager or insurer]: None

12. Action Item(s) for next meeting: Budget Hearing.

13. Next meeting dates: August 11, 2022; Budget Workshop at Brick 29, 6pm. August 16, 2022; Budget Hearing in person at the District office, 4pm.

14. Adjourn

Scott Robinson moves to adjourn, Liz Mamer seconded, motion passes, meeting adjourned at 5:35 PM.



Canyon County Mosquito Abatement District

9719 Booker Lane, Nampa, ID, 83686

Phone: 208-461-8633 | Fax: 208-461-4459

www.2cmad.org

Board of Trustees Monthly Meeting

Minutes

September 20, 2022

4:00pm

Canyon County Mosquito Abatement District Office

9719 Booker Lane

Nampa, ID. 83686

This meeting has been noticed according to the Idaho Code §74-203(4) and (5).

1. **Call to order:** Doug Shinn called the meeting to order at 4:00PM.
2. **Roll call of Board Members:** Doug Shinn, Tammy Dittenber, Scott Robinson, Norm Miller and Liz Mamer
Staff & Guests: James Lunders, Chris Ocegueda, and Melinda McAlister as staff from CCMAD.
3. **Secretary or other person appointed to take minutes [Idaho Code § 74-205(1)]:** Melinda McAlister
4. **Agenda Amendments (if any) [Idaho Code §74-204(4)(b) & (c)]:** None
5. **Public Comment:** Persons wishing to address the Board regarding budget (limit to 5 minutes per person): None
6. **Presentation of the Consent Calendar:** These matters include routine financial and administrative actions. All items on the Consent Calendar will be voted on as a single action.
 - a. Consideration and approval of Canyon County MAD Board of Trustees Monthly Meeting minutes for July 19, 2022.
 - b. Review of Budget vs Actual and Statement of Activity for July 2022. Tammy Dittenber asked why the amount budgeted was higher than what was used regarding drug testing. Jim Lunders responded that the District has had less pre-employment testing being done due to lower amounts of people looking to work as seasonal staff. And current fees are for post-accident and routine random testing of current staff. Doug Shinn commented that the District insurance rate has gone up.

Tammy Dittenber moved to accept the consent calendar as presented. Liz Mamer seconded; the motion was approved unanimously.

7. New Business:

- a. Director's Report:
 - **Water Levels:** Levels are down however there is still quite a bit of irrigation water left. Lucky Peak is moving but its not known how much more is going to be coming down.

- Applications: Larvicide use is slowing down due to the late Spring. The District is at 62,000 treated acres for Adulticide. Total acres is down but the District has treated more individual sites.
- Trapping: Surveillance trapping peaked in July but the numbers are at a good range. Total numbers compared to last year are about the same. Last year Middleton was the hot spot but this year its Notus. Culex numbers are down.
- West Nile virus: The District hasn't had a positive West Nile virus test yet. Neighboring agencies have had positives, but even these counts are lower. This is the time of year the area might start to see horses coming down with the virus.

8. Old Business:

- a. Office copier: New copier was delivered but the old copier has not yet been picked up.
- b. Parking lot paving: Date has been set to start this process on October 1st.

9. Board Discussion:

- a. Lake Lowell: Liz Mamer asked when was the last time Lake Lowell was flown over with larvicide. Jim Lunders responded about 3 weeks ago. This year has not been typical for this treatment method.
- b. Drone Operations: Liz Mamer asked about how the drone operations were going. Jim Lunders responded that they are good right now with 1 operational drone. The 2nd one should be here soon. Drone is active every day over irrigated pastures.
- c. Doug Shinn commented that the Northwest Mosquito Association meeting in Washington is going to be Oct. 18th to the 20th.

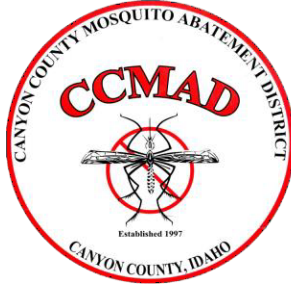
10. Executive Session (if any) [Idaho Code §74-206, (1)(a) and (b) Personnel selection and evaluation, (1)(c) Acquire interest in real property, (1)(d) Consider records exempt from disclosure, (1)(f) Discuss litigation with attorney, (1)(i) Consider claims or potential claims with risk manager or insurer]: None

11. Action Item(s) for next meeting: None.

12. Next meeting dates: BOT Meeting September 13, 2022 at 4pm, to be held via Zoom.

13. Adjourn

Liz Mamer moves to adjourn, Tammy Dittenber seconded, motion passes, meeting adjourned at 5:05 PM.



Canyon County Mosquito Abatement District

9719 Booker Lane, Nampa, ID, 83686

Phone: 208-461-8633 | Fax: 208-461-4459

www.2cmad.org

Board of Trustees Monthly Meeting

Minutes

September 20, 2022

4:00pm

Canyon County Mosquito Abatement District Office

9719 Booker Lane

Nampa, ID. 83686

This meeting has been noticed according to the Idaho Code §74-203(4) and (5).

1. **Call to order:** Doug Shinn called the meeting to order at 4:00PM.
2. **Roll call of Board Members:** Doug Shinn, Tammy Dittenber, Scott Robinson, Norm Brown, and Liz Mamer
Staff & Guests: James Lunders, Chris Ocegueda, and Melinda McAlister as staff from CCMAD.
3. **Secretary or other person appointed to take minutes [Idaho Code § 74-205(1)]:** Melinda McAlister
4. **Agenda Amendments (if any) [Idaho Code §74-204(4)(b) & (c)]:** None
5. **Public Comment:** Persons wishing to address the Board regarding budget (limit to 5 minutes per person): None
6. **Consent Calendar:** These matters include routine financial and administrative actions. All items on the Consent Calendar will be voted on as a single action.
 - a. Consideration and approval of Canyon County MAD Board of Trustees Monthly Meeting minutes for August 16, 2022.
 - b. Review of Budget vs Actual and Statement of Activity for August 2022. Scott Robinson asked for clarification for line 60 on what that was for. Jim Lunders responded for Mosquito Fish purchase.

Liz Mamer moved to accept the consent calendar as presented. Tammy Dittenber seconded; the motion was approved unanimously.

7. New Business:

- a. Director's Report:
 - Mosquitofish: The District started using Mosquitofish after receiving approval of Idaho Fish & Game. The fish have been planted in a few ornamental ponds but mostly stock water tanks. They have been well received and successful so far. At the Idaho Center the fish were planted in 60 stock tanks that are historically known as mosquito breeding locations. Liz Mamer asked if the District is advertising the fish to the public. Jim Lunders responded at this time no due to the number of fish the District currently has in supply.

Liz Mamer asked how well the fish will do over winter. Jim Lunders responded they will be ok as long as the stock tank owners utilize heaters which most do anyway as they need to keep the water unfrozen for their livestock.

- Water Levels: At the end of the season water levels are doing good. Outflow to irrigation canals ends October 8th. Lake Lowell is at above average for this time of the year.
 - Trapping: Trapping is holding strong however this week the numbers are dropping. Largest issues with numbers remain in Notus and Caldwell. Biggest change was in Middleton but calls there too are down. Doug Shinn asked where the Aedes Nigromaculis species numbers are coming from. Jim Lunders responded mainly from irrigated pastures, but they are hard to trap as they key on movement.
 - West Nile virus: The District has had confirmed one human case who is recovering, and several possible horse cases. Better communication from the State needs to be worked on to verify horse cases. One of the horses was reported as vaccinated, and it is recovering. Out of over 1500 pools tested, only 5 have tested positive so far.
 - Applications: ULV have been getting a lot of acreage fogged at night. Larvicide applications will be completed for the season as of next week. Full time staff will be keeping an eye out on requests for service as well as any still active sources.
 - Western Idaho State Fair: Chris Ocegueda attended the fair alongside Ada County staff to help with their booth during the fair, handing out paperwork and balloons and answering questions.
 - End of Season BBQ 9/29/2022: There will be a BBQ lunch provided to all staff at noon.
- b. NWMVCA Oct. 18-20: Doug Shinn, Jim Lunders and Chris Ocegueda will be attending this convention.
- c. Fogger purchase: Requesting discussion and approval for the purchase of a Clarke Grizzly ULV machine as these are the only ones who will work with matching up with software the District currently has to keep track of application data. Doug Shinn asked if there is any market for the used ones and their parts the District currently has. Jim Lunders stated that any working parts will be sent to the surplus auction and other nearby Districts will be alerted to their availability. However, each of those machine's engines need total replacement. Doug Shinn asked that those other Districts be given first choice to purchase before sending those parts to the surplus auctions.

Tammy Dittenber moved to authorize the purchase of a Clarke Grizzly ULV machine for \$15,385.21. Norm Brown seconded; the motion was passed unanimously.

8. Old Business:

- a. Office copier: Old printer is still scheduled to be picked up. They are still charging the District for having it as it states in their contract that they can.
- b. Parking lot paving: Date has been set to start this process on October 1st.

9. Board Discussion:

- a. District staff have completed health insurance on boarding via online program from the Shandro Group.
- b. To be discussed at the next meeting seasonal staff absenteeism and end of the season bonuses.

10. Executive Session (if any) [Idaho Code §74-206, (1)(a) and (b) Personnel selection and evaluation, (1)(c) Acquire interest in real property, (1)(d) Consider records exempt from disclosure, (1)(f)]

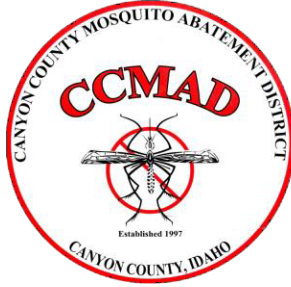
Discuss litigation with attorney, (1)(i) Consider claims or potential claims with risk manager or insurer]: None

11. Action Item(s) for next meeting: Policy Updates, Jim Lunders will present these to the board then and he'll get a draft of those changes out beforehand.

12. Next meeting dates: BOT Meeting moved to October 25th, 2022 at 4pm, to be held via Zoom.

13. Adjourn

Norm Brown moves to adjourn, Scott Robinson seconded, motion passes, meeting adjourned at 4:38 PM.



Canyon County Mosquito Abatement District

9719 Booker Lane, Nampa, ID, 83686

Phone: 208-461-8633 | Fax: 208-461-4459

www.2cmad.org

Board of Trustees Monthly Meeting

Minutes

October 25, 2022

4:00pm via Zoom

Join Zoom Meeting

<https://zoom.us/j/4972787210?pwd=Z3lTRDgwYW44OWhtNVhUSzBHVmhOZz09>

Meeting ID: 497 278 7210

Dial in at +1 253-215-8782

Password: 685131

Find your local number: <https://zoom.us/j/ab37X2iz9P>

Phone #: 857-444-6500

This meeting has been noticed according to the Idaho Code §74-203(4) and (5).

1. **Call to order:** Doug Shinn called the meeting to order at 4:01 PM.
2. **Roll call of Board Members:** Doug Shinn, Tammy Dittenber, Scott Robinson, Norm Brown, and Liz Mamer

Staff & Guests: James Lunders, Chris Ocegueda, Ashton Davis, Niqui Herve, and Melinda McAlister and Nikki Harris.
3. **Secretary or other person appointed to take minutes [Idaho Code § 74-205(1)]:** Melinda McAlister
4. **Agenda Amendments (if any) [Idaho Code §74-204(4)(b) & (c)]:** None
5. **Public Comment:** Persons wishing to address the Board regarding budget (limit to 5 minutes per person): None
6. **Presentation of the Consent Calendar:** These matters include routine financial and administrative actions. All items on the Consent Calendar will be voted on as a single action.
 - a. Consideration and approval of Canyon County MAD Board of Trustees Monthly Meeting minutes for September 20, 2022.
 - b. Review of Budget vs Actual and Statement of Activity for September 2022.

Liz Mamer moved to accept the consent calendar as presented, Tammy Dittenber seconded, the motion was approved unanimously.

7. New Business:

- a. Director's Report:
 - **Water Levels:** With recent rains the District has started a new water year. It's been a good start to the season with above average lake levels, which could mean higher water levels next mosquito season and increased mosquito populations.

- Trapping: The District is done for the trapping season. Notus and Caldwell were the 2 hot spots this year and over all the Culex pipiens numbers were the highest.
- West Nile virus: The District tested 1,600 pools with 6 positive results. There were 2 human cases and one horse case. There could be more positive test results that are still pending with the State Lab. Doug Shinn asked if South West Health ever gives the approximate location of positives tests. Jim Lunders explained that the District was able to negotiate for the persons Township, Range and Section, but not their exact location due to privacy concerns. The District uses that information to focus additional control efforts.
- Applications: Adult applications started later this year but treated more acreage. On the larval side treatment was normal at over 14,000 acres treated.

b. Inflation related one time allocation for all full-time staff excluding the Director of \$4,000.

Tammy Dittenber moved to approve an inflation related one time allocation for all full-time staff excluding the Director of \$4,000, Norm Brown seconded; the motion was approved unanimously.

c. 2023 COLA increase adjustment to 4%.

Norm Brown moved to approve a COLA increase of 4% for District staff in 2023, Scott Robinson seconded, the motion was approved unanimously.

d. Comp Time Policy Change:

Liz Mamer moved to approve the following changes to the Comp Time Policy:

Comp Time

1. At the discretion of the District Director on a consistent basis among non-exempt District employees, an employee shall receive compensatory time off instead of overtime at the rate of one and one-half (1½) hours for each hour worked. An employee may accrue compensatory time off for up to the federal limit (currently 240 hours). When an employee reaches the federal limit of compensatory time, the employee will be paid by the District for all time in excess at the end of each pay period.
2. An employee may utilize compensatory time off in conformity with the FLSA. The District will not be obligated to schedule compensatory time off, and that such request is unduly burdensome if the District does not receive at least seven days' advance notice of the requested time off. Generally, an employee may utilize accrued compensatory time between October 1st and ~~May 15th~~ April 30th with prior approval of the District Director. The District may pay the employee the current value of the comp time balance at any time. Any unused accumulated compensatory time off shall be paid in cash at the time of termination or death.

Tammy Dittenber seconded, the motion was approved unanimously.

e. Vacation Policy Change:

Liz Mamer moved to approve the following changes to the Vacation Policy:

The District provides vacation benefits to its regular part-time and full-time employees. Vacation credits will be posted semimonthly as follows for employees. Employees may be granted credit for past service upon hire by the Board or Director.:

<u>Years of Service</u>	<u>Vacation Hours</u>
0 Thru 5	80
Over 5 6 Thru 10	120
Over 10 11 Thru 15	140
Over 14 15 Thru 20	160
Over 20 21+	208

Tammy Dittenber seconded; the motion was approved unanimously.

f. Holiday Policy Changes:

Liz Mamer moved approve the following changes to the Holiday Policy

Holidays

1. Regular full-time employees will receive a day off with pay on each of these recognized holidays:

New Year's Day	January 1 st
Martin Luther King Jr. Day	January 17 th
Presidents' Day	Third Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19th
Independence Day	July 4 th
Labor Day	1 st Monday in September
Veteran's Day	November 11 th
Indigenous People's Day	2 nd Monday in October
Thanksgiving Day	4 th Thursday in November
Christmas Day	December 25 th
16 Floating Holidays	October 1-April 30

2. Part-time employees receive pro-rated holiday benefits. Temporary/Seasonal Employees receive holiday benefits which fall within their normal periods of work **and are not eligible for Floating Holidays.**
3. When a scheduled holiday falls on Sunday, it will be observed on the following Monday. When a scheduled holiday falls on a Saturday, it will be observed on the preceding ~~Friday~~ **Thursday.**
- ~~4. If an employee works on any holiday observed by the District, the employee shall either be paid or given compensatory time for all hours worked at the rate of one and one-half times the regular rate of pay.~~
- 4. Seasonal employees who work on any holiday observed by the District shall be paid for the holiday and the hours worked, full time employees shall be paid for hours worked and have the holiday credited to their Floating Holidays.**
- 5. An employee may take Floating Holidays between October 1st and April 30th with prior approval of the District Director Floating Holidays must be used by December 31st of each calendar year. Unused Floating Holidays do not accrue and have no value upon separation.**
6. Employees who are off work on a leave of absence shall not receive holiday pay. Employees who are sick the working day before or after the holiday shall not receive holiday pay. The only exception would be an emergency or obtaining permission from the District Director prior to the holiday.
7. Employees who are off work due to vacation shall be paid for the holiday in lieu of using vacation or credits.

8. **Holiday pay does not count as time worked for overtime purposes.**

Tammy Dittenber seconded; the motion was approved unanimously.

g. **Personal Leave Policy Changes:**

Tammy Dittenber moved to approve the following changes to the personal leave policy:

Personal Leave:

- ~~1. Regular full time employees may be eligible for up to two (2) days per year of Personal Leave to cover unexpected absences caused by family emergency or urgent personal affairs.~~
- ~~2. Personal Leave is a benefit — not an earned payment. It is not accruable and is non-reimbursable. Use of Personal Leave must be authorized by the Director.~~

Liz Mamer seconded; the motion was approved unanimously.

8. Old Business:

- a. NWMVCA Meeting: Doug Shinn, Chris Ocegueda and Jim Lunders attended the conference. Jim Lunders gave a presentation. Discussions regarding electrical boxes in front of houses and other subterranean sunken vaults that are mosquito breeding sites. New EPA requirements attached to all treatment documentation to comply with ESA was also discussed.

9. Board Discussion:

- a. Farmway Village on Farmway Rd and Hwy 20/26: Tammy Dittenber stated that this up-and-coming large development has a large standing water issue there caused by the contractor laying down a bentonite paved area that was for soils testing and is not allowing the water to recede back into the soil. The District will need to pay special attention to this next season as this season it quickly became a mosquito breeding site.

10. Executive Session (if any) [Idaho Code §74-206, (1)(a) and (b) Personnel selection and evaluation, (1)(c) Acquire interest in real property, (1)(d) Consider records exempt from disclosure, (1)(f) Discuss litigation with attorney, (1)(i) Consider claims or potential claims with risk manager or insurer]:

Liz Mamer moved the Board to go into an Executive Session to discuss Personnel Evaluation , Norm Brown seconded, and it was approved unanimously.

The Board went into Executive Session at 5:38 PM

Norm Brown moved for the Board to return to the meeting. Tammy Dittenber seconded the motion, and it was approved unanimously at 6:01.

The Regular Board Meeting was resumed

11. Board Discussion Continued:

Director Salary: Liz Mamer made a moved to increase the District Director salary to \$121,000 beginning January 1st 2023, a one-time inflation allocation of \$4,000 during the current pay period, and a \$5000 one-time allocation for performance during the 1st pay period in November, Norm Brown seconded the motion, and it was approved unanimously.

The Board also wished to recognize the Directors hard work this season, streamlining the budget and his

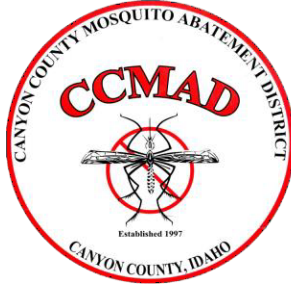
managerial time, thought, and innovation towards improving the District.

12. Action Item(s) for next meeting: Three-year plan.

13. Next meeting dates: BOT Meeting November 15, 2022, at 4pm, to be held via Zoom.

14. Adjourn

Liz Mamer moved to adjourn, Norm Brown seconded; motion passed unanimously at 6:23 PM.



Canyon County Mosquito Abatement District

9719 Booker Lane, Nampa, ID, 83686

Phone: 208-461-8633 | Fax: 208-461-4459

www.2cmad.org

Board of Trustees Monthly Meeting

Minutes

November 15, 2022

4:00pm via Zoom

Join Zoom Meeting

<https://zoom.us/j/4972787210?pwd=Z3lTRDgwYW44OWhtNVhUSzBHVmhOZz09>

Meeting ID: 497 278 7210

Dial in at +1 253-215-8782

Password: 685131

Find your local number: <https://zoom.us/j/ab37X2iz9P>

Phone #: 857-444-6500

This meeting has been noticed according to the Idaho Code §74-203(4) and (5).

1. Call to order: Doug Shinn called the meeting to order at 4:01 PM.

2. Roll call of Board Members: Doug Shinn, Scott Robinson, and Norm Brown.

Staff & Guests: James Lunders, Chris Ocegueda, and Melinda McAlister and Matthew Clements.

3. Secretary or other person appointed to take minutes [Idaho Code § 74-205(1)]: Melinda McAlister

4. Agenda Amendments (if any) [Idaho Code §74-204(4)(b) & (c)]: None

5. Public Comment: Persons wishing to address the Board regarding budget (limit to 5 minutes per person): None

6. Presentation of the Consent Calendar: These matters include routine financial and administrative actions. All items on the Consent Calendar will be voted on as a single action.

- a. Consideration and approval of Canyon County MAD Board of Trustees Monthly Meeting minutes for October 25, 2022.
- b. Review of Budget vs Actual and Statement of Activity for October 2022.

Norm Brown moved to accept the consent calendar as presented. Scott Robinson seconded; the motion was approved unanimously.

7. New Business:

a. Director's Report:

- Winter Maintenance: District staff have started working on winter projects such as changing out tires, calibrating equipment, and getting prepared for next season.
- Drone Demo December 1st: At 10:30 a.m., Frontier Precision will be bringing to the

District site to demo a drone made in the USA, and with parts found here in the USA.

- IMVCA December 19th & 20th: The IMVCA meeting will be held in Boise, but at an exact location that hasn't been determined yet. They have asked the District Director to give a presentation about how to hold a board meeting.

b. B.M.K., Inc. Water Rights; Matthew Clements

- Matthew Clements of B.M.K., Inc., a farm, which owns land adjacent to the District's parcel, is asking the District to consider relinquishing the supplemental ground water rights attached to the ground owned by the District which comes from a well at S&W seed. Relinquishing the rights does not affect the District's Nampa Meridian Irrigation water rights. Doug Shinn advised Mr. Clements that the District will review this information and contact him as soon as possible with a decision.

c. DJI T-120 Purchase Authorization.

- Jim Lunders stated that the District had received the insurance payout check for the non-repairable drone. Frontier Precision has a DJI T20 for \$22,464.00. He would like to use the insurance check to purchase this new drone.

Norm Brown moved to approve the purchase of a DJI T-20 drone from Frontier Precision for \$22,564.00, Scott Robinson seconded, the motion was approved unanimously.

8. Old Business:

a. Parking Lot.

- Jim Lunders reported that the District received an updated quote for the cost of the parking lot paving project, which was \$41,000 more than the original quote. The crews have been here and working hard on the project every day.

9. Board Discussion:

None.

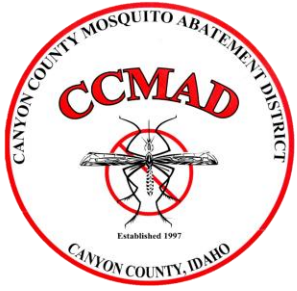
10. Executive Session (if any) [Idaho Code §74-206, (1)(a) and (b) Personnel selection and evaluation, (1)(c) Acquire interest in real property, (1)(d) Consider records exempt from disclosure, (1)(f) Discuss litigation with attorney, (1)(i) Consider claims or potential claims with risk manager or insurer]:

11. Action Item(s) for next meeting:

12. Next meeting dates: BOT Meeting December 22, 2022 at 6pm at Brick 29 Conference Center.

13. Adjourn

Norm Brown moved to adjourn, Scott Robinson seconded, motion passes unanimously. Meeting adjourned at 5:03pm.



Canyon County Mosquito Abatement District

9719 Booker Lane, Nampa, ID, 83686

Phone: 208-461-8633 | Fax: 208-461-4459

www.2cmad.org

Board of Trustees Monthly Meeting

Minutes

December 22, 2022

6:00pm

Brick 29 Conference Room

320 11th Avenue South

Nampa, ID 83651

This meeting has been noticed according to the Idaho Code §74-203(4) and (5). The Board of Trustees meets regularly on the third Tuesday of each month. The meeting will begin at 4:00 pm via Zoom.

1. **Call to order:** The conference room was double booked. The meeting was moved downstairs and called to order by Doug Shinn at 6:21 pm
2. **Roll call of Board Members:** Doug Shinn, Liz Mamer, Scott Robinson, and Tammy Dittenber
Staff & Guests: Jim Lunders, Diane Shinn, Laura Robinson, & Mike Dittenber
3. **Secretary or other person appointed to take minutes [Idaho Code § 74-205(1)]:** Jim Lunders
4. **Agenda Amendments (if any) [Idaho Code §74-204(4)(b) & (c)]:** None
5. **Public Comment:** Persons wishing to address the Board on items not on the Agenda (limit to 5 minutes per person): None
6. **Consent Calendar:** These matters include routine financial and administrative actions. All items on the Consent Calendar will be voted on as a single action.
 - a. Consideration and approval of Canyon County MAD Board of Trustees Monthly Meeting minutes for November 15, 2022.
 - b. Review of Budget vs Actual and Statement of Activity for November 2022.

Liz Mamer moved to accept the items on the consent calendar as presented, Tammy Dittenber seconded, motion carried unanimously.

7. New Business:

- a. **Director's Report:** Jim let the board know that he had given a presentation on Integrated Mosquito Management at the Boise and Twin Falls Idaho Pest Management Association meetings. Jim is also giving a presentation on how to run a public meeting at next month's Idaho Mosquito and Vector Control Association Meeting in Boise.

8. Old Business:

- a. Parking Lot: Jim informed the board that the contractor was unable to complete the parking lot project before the temperatures dropped to low to pave. They have been paid for work completed so far and it is expected that they will have two more days dirt work and a day of paving next spring when temperatures allow them to resume.

9. Board Discussion: Tammy Dittenber let the board know that New County commissioners may be considering some changes to District Boards.

10. Executive Session (if any) [Idaho Code §74-206, (1)(a) and (b) Personnel selection and evaluation, (1)(c) Acquire interest in real property, (1)(d) Consider records exempt from disclosure, (1)(f) Discuss litigation with attorney, (1)(i) Consider claims or potential claims with risk manager or insurer]: None

11. Action Item(s) for next meeting: Annual Report

12. Next meeting dates: The board chose to cancel the January 17th meeting. Next meeting will be February 21st, 2023 at 4pm via zoom.

13. Adjourn

Tammy Dittenber moved to adjourn, Liz Mamer seconded, motion carried at 7:15 pm.