



## Canyon County Mosquito Abatement District

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[www.2cmad.org](http://www.2cmad.org)

### Board of Trustees Monthly Meeting

# Minutes

March 19, 2024

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). 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 4:04 pm.
2. **Roll call of Board Members:** Doug Shinn, Norm Brown, Tammy Dittenber, and Scott Robinson.  
**Staff & Guests:** Jim Lunders and Melinda McAlister
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 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 February 20, 2024.
  - b. Review of Budget vs Actual and Statement of Activity for February 2024.

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:
  - American Mosquito Control Association conference: Jim Lunders reported that he, Chris

Ocegueda, Heather Ward-Markowski, and Gage Earls attended the conference. Heather won the poster competition.

- Seasonal staff: Jim reported the District was able to rehire 3 larvicide seasonals from last year. There would have been more however they obtained full time jobs over the winter. There are 3 more for larvicide to start in April.
  - Annual Audit: Jim reported the Districts annual audit will be done on April 2<sup>nd</sup>.
  - Northwest Mosquito and Vector Control Association: Jim reports that he and possibly Doug will be attending NWMVCA spring work shop being held April 10<sup>th</sup> & 11<sup>th</sup>.
  - Equipment calibration: Jim reported that the drones have been calibrated. The foggers are scheduled to be AIMS tested on April 15<sup>th</sup>. Vesperis will be conducting the testing and giving a demonstration on spill response. Outside agencies will be attending to have their equipment tested. All the other equipment has been calibrated.
- a. Biosafety Cabinet Authorization: Jim presented the details and proposed location of a biosafety cabinet as a part of the lab expansion.

Norm Brown moved to authorize the purchase of a Biosafety cabinet for \$23,671.14 from Grainger. Scott Robinson seconded; the motion was approved unanimously.

- b. Lab Expansion Proposal: Jim presented the details of the remodel estimate a local contractor offered, the total of the estimated job costs is listed at \$35,656.00 from Treasure Valley Building.

The board took no action, and asked for more proposals.

- c. 3/4 ton Pickup Purchase: Jim presented proposals for a 3/4 ton truck.

Norm Brown made a motion to authorize the purchase of a Ford F250 for \$53,022.00 from Corwin Ford. Scott Robinson seconded; the motion was approved unanimously.

- d. Midsize Pickup Purchase: Jim presented proposals for a midsized truck.

Norm Brown made a motion to authorize the purchase of a Ford Ranger for \$38,352.00 from Corwin Ford. Tammy Dittenber seconded; the motion was approved unanimously.

- e. Honda ATV Purchases: Jim presented proposals for two Honda ATV's.

Scott Robinson made a motion to authorize the purchase of Two Honda ATV's for \$8,681.00 each from Edge Performance Sports. Norm Brown seconded; the motion was approved unanimously.

- f. Grizzly ULV Purchase: Jim presented a quote for a Grizzly ULV.

Tammy Dittenber made a motion to authorize the purchase of a Grizzly ULV for \$19,732.96 from Clarke Mosquito Control Products. Norm Brown seconded; the motion was approved unanimously.

- g. Authorization of Two Full-Time Positions: Jim presented to the Board on the difficulty of hiring seasonal staff, retaining ones the District has trained is necessary to operate the District. He feels that the hiring of additional full-time staff is necessary. Three positions are currently budgeted for.

Scott Robinson made a motion to authorize the creation of Two additional full-time larvicide supervisor positions. Tammy Dittenber seconded; the motion was approved unanimously.

**8. Old Business:** None.

**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:** Budget meeting date, Lab expansion, and Board vacancy.

**11. Next meeting dates:** BOT Meeting April 16, 2024, 4pm District Office.

**13. Adjourn**

Tammy Dittenber moves to adjourn, Norm Brown seconded, motion passes, meeting adjourned at 5:40 pm.