



## Canyon County Mosquito Abatement District

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

Board of Trustees Monthly Meeting

# Minutes

November 13, 2023

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 4:01 PM.
2. **Roll call of Board Members:** Doug Shinn, Norm Brown, Liz Mamer, & Tammy Dittenber.  
**Staff & Guests:** James Lunders
3. **Secretary or other person appointed to take minutes [Idaho Code § 74-205(1)]:** James Lunders
4. **Agenda Amendments (if any) [Idaho Code §74-204(4)(b) & (c)]:** Norm Browns Reappointment added to New Business item f.
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 Board of Trustees Monthly Meeting minutes for September 19, 2023.
  - b. Review of Budget vs Actual and Statement of Activity for September & October 2023.  
The board mentioned that there are several broken cells in the spreadsheet that need to be corrected in the next report.

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:** Jim updated the Board on progress with winter maintenance projects.

- b. Lab Expansion: Jim presented a proposal for expanding the lab. The rough estimate to expand the lab is \$35,000.

Tammy Dittenber moved to authorize the Director to collect bids to expand the lab, Liz Mamer seconded, motion carried unanimously.

- c. CPI: 4.54% Jim informed the board that this years CPI is 4.54% which will be the 2024 COLA for all District employees unless modified by the Board. The Board recognizes that real inflation is greater than CPI at this time.

Tammy Dittenber moved to approve a 6% COLA for all staff, Norm Brown seconded, motion carried unanimously.

- d. NWMVCA: Jim said the NWMVCA meeting in Whitefish MT had some very good talks. The results of the elections have not been announced yet. Two district employees are running for office.
- e. Directors Salary Discussion: The Board discussed the Directors salary.

Liz Mamer moved to increase the Directors 2024 salary to \$133,000 per year which includes the 6% COLA and a merit increase, Tammy Dittenber seconded, motion carried unanimously.

- f. Norm Browns Term: Norm's term is expiring in December. Norm would like to remain on the Board through the spring until a replacement can be identified. Jim will notify the BOC that Norm would like them to renew his appointment.

**8. Old Business:**

- a. BC6 Subdivision LLC: No updates

**9. Board Discussion: None**

**10. Executive Session [Idaho Code §74-206, (1)(i) Consider claims or potential claims with risk manager or insurer]:**

Liz Mamer moved to go into executive session pursuant to Idaho Code §74-206, (1)(i) Consider claims or potential claims with risk manager or insurer, Norm Brown seconded, motion carried unanimously. Board entered executive session at 5:45 PM

Liz Mamer moved to leave executive session, Tammy Dittenber seconded, motion carried unanimously. Board returned to regular session at 6:15 PM

**11. Action Item(s) for next meeting:**

**12. Next meeting dates:** The Board asked Jim to secure the meeting room at Brick 29 for the next meeting.

**13. Adjourn**

Norm Brown moved to adjourn, Liz Mamer seconded, motion carried unanimously at 6:20 PM.