Churchill County Mosquito, Vector and Noxious Weed Abatement District

Board of Trustees

Churchill County, Nevada

7400 Reno Highway

Fallon, NV 89406

Meeting July 08th, 2021

OPEN MEETING SESSION

1. **Call to Order**

Chairwoman, Christy Lattin called the meeting to order at 5:30 P.M.

**BOARD OF TRUSTEES**

Chairwoman, Christy Lattin

 Vice Chairman, Michael Spencer

 Trustee, Marion Jonte, Jr

 Trustee, Tom Hutchings

 Trustee, Cynthia McGarrah

 Legal Counsel, Ben Shawcroft

 District Manager, Nancy Upham

 Assistant Manager, JD MacKay

 Board Secretary, Melania Sagi

**Public Present**

None

1. **Pledge of Allegiance:**

 All stood for the Pledge of Allegiance.

1. **Public Comment:**

None

1. **Review and Adoption of the Agenda:**

 District Manager requested that the agenda be approved as is. Trustee, Marion Jonte made a motion to adopt the agenda as is. Vice Chairman, Michael Spencer seconded the motion and it passed unanimously.

1. **Discussion and Approval of Minutes from June 10, 2021:**

 Tabled until the next meeting.

1. **Certificate of Posting:**

Ms. Upham stated the agenda was posted in accordance with NRS statues.

1. **Correspondence:**

1. 6-3-2021 Compliance letter re: Final Budget—Dept. of Taxation. This is a formal letter of compliance with the Department of Taxation.

 2. 6-3-2021 EH Hursh — POOL Renewal and Invoice. This is a renewal and invoice noting an increase. Ms. Upham added that this was still a good deal for coverage.

 3. 6-4-2021 CWSD Noxious Weed Report and Invoice due date. This is the program that funds the District's noxious weed program with $15,000 every year.

 4. 6-22-2021 PEBP Rates and Assessments. This is the Public Employees Benefits Program. There is only one former employee who receives anything from this program, and they retired over 15 years ago. The District uses another service for current employees.

1. **Appointment:**

None

1. **Old Business:**

1. Discussion and possible action regarding the length of contract work for an IT company to install and perform service for the District. Ms. Upham put to the Board the discussion if IT service should be handled similar to other contracted services such the accountant with a length or duration written into the contract. Legal Counsel, Ben Shawcroft noted that in the past the DA's office had used IT services only as needed. The Board agreed with Mr. Shawcroft that proceeding without a contract would be the most beneficial for the District as it is such a small entity.

 2. Consideration and possible action regarding selection of a company to provide IT services for the District. Unfortunately only two companies returned their bids in time for the meeting. Ms. Lattin requested that each of the companies be contacted to ensure a comprehensive bid of similar equipment. Mr. Jonte made a motion to table the discussion until the 29th of July 2021.

 3. Discussion and possible action regarding the selection of a company to repair the roof on the east side of the building. Mr. Jonte asked that the replacement cost for the patched panels be included in the bid. This topic was tabled until the 29th to give Ms. Sagi the opportunity to gather the requested information.

1. **New Business:**

1. Consideration and possible action regarding changing the payment method for Board members to direct deposit instead of check payment. Ms. Sagi explained that this would speed up payment and remove the cost of having to print the physical checks. Mr. Shawcroft added that this did not need to be voted on as there was no need for it to be a unanimous decision. Each Board member could choose independently.

1. **District Manager’s Report and Operations Review:**

 Ms. Upham provided the Board members with a comparison from May 2021. Due to the limited water year Ms. Upham encouraged the Field Technicians to use single brood instead of long-term chemicals to treat the larvae. She gave a demonstration of the CO2 traps used to gather, kill, and test the mosquitoes. Ms. Lattin asked why there was an increased number of mosquitoes in the traps. Ms. Upham explained that due to limited standing water, the location of the traps had higher concentrations than other years.

 Ms. Upham notified the Board members that the Carson River Sub conservancy found Eurasian Watermilfoil. Their treatment plan could negatively affect Churchill County. Ms. Lattin encouraged Ms. Upham to remain appraised of the situation and involved in the process. Mr. Jonte asked Ms. Upham if there had been any progress in the District using the drone. Ms. Upham responded that the plan was for Mr. MacKay, Ms. Sagi and herself to get the drone pilot license but it had not been done yet.

1. **Board Member’s Reports:**

 None

1. **Any Request for Future Agenda Items:**

 IT service company, Roofing company, and 2% living cost increase.

1. **Expenditures:**

 July 2021 Expenditures:

 Monthly Payroll: $30,792.75

 Vendor Expenses: $62,764.72

 Total Overall: $92,863.00

 Ms. Lattin made a motion to accept the expenditures. Mr. Jonte seconded the motion and it passed unanimously.

1. **Public Comment:**

 None

1. **Adjournment:**

 Ms. Lattin Adjourned the meeting at 6:36 P.M.

SIGNATURE: Chairwoman or Vice Chairman

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DATE: