

Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held January 12, 2022

Members Present: President Dr. Albert Beck, Michael Barth, Darlene Fredericks, Bruce Johnson, Vice President Dr. Larry Kirk, Assistant Secretary Melissa Schuster, Secretary Bo Sheppard, and Carl Starkey.

Members Excused: Philip LaRocca.

Members Absent: None.

Also Present: District Manager Matt Ball, Assistant Manager Doug Weseman, Office Manager Maritza Sandoval, and Entomologist Amanda Bradford.

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District held on January 12, 2022, at 444 Otterson Drive, Chico, CA 95928.
2. The January 12, 2022, Butte County Mosquito and Vector Control District regular meeting of the Board of Trustees was called to order at 4:03 PM by Vice President Kirk.
3. Seeing and hearing no persons wishing to address the Board on items not on the agenda, Vice President Kirk proceeded to request approval of the minutes.
4. After review, it was then moved by Member Starkey, seconded by Member Sheppard, and passed unanimously with Member Johnson abstaining due to his excused absence to approve the minutes of the Board of Trustees meeting held December 8, 2021, as written.
5. No persons wishing to address the Board on closed session matters.
6. No closed session matters needing legal counsel.
7. The District Manager introduced the District's new Trustee, Darlene Fredericks. The District Manager reported that President Beck and Vice President Kirk have both been reappointed.
8. Under election of officers, Vice President Kirk opened nominations for President, it was moved by Member Schuster, seconded by Member Sheppard, and passed unanimously to reelect Dr. Beck as President, Member Kirk as Vice President, Member Sheppard as Secretary, and Member Schuster to Assistant Secretary.
9. Reports (9.1 – 9.2)
 - 9.1 Under item 9.1 of reports, District Manager's Report, the District Manager reported that on December 9, 2021, the District completed the monthly staff meeting and all vehicle inspections. The District's Safety Committee also met on this date. The District Manager hosted the 14th Annual Employee Appreciation Luncheon for all District staff. This is bought, prepared, and cooked by the District Manager and his wife.

On December 14, 2021, all District administrative staff received their annual employee evaluations.

On December 15, 2021, all District operations staff received their annual employee evaluations.

On December 16, 2021, the District Manager and Oroville Regional Supervisor met and toured with the owner and manager of Bird Haven Ranch to discuss best management practices to reduce mosquitoes, to review the upcoming project, and to identify field design flaws and issues.

On November 30, 2021, the District Manager attended a meeting with representatives from U.C. Davis, Bird Haven Ranch, and the California Department of Fish and Wildlife to discuss the large multi-year project to implement best management practices to lower mosquito populations at Bird Haven Ranch. Bird Haven Ranch is a large piece of property that manages managed wetlands.

On January 4, 2022, the District Manager attended a monthly meeting of managers of member districts of the Mosquito and Vector Control Association of California. Topics discussed included the upcoming conference, Covid, and other updates from districts throughout the state.

On January 5, 2022, M&I was at the District to continue working on the server migration project.

On January 6, 2022, the District Manager met with a representative of Adapco to discuss products, prices, and to project need for the 2022 season.

The District Manager reminded the Board that the District was closed for the week of December 20th and the week of December 27th.

9.2 Under item 9.2 of reports, 2021/2022 2nd Quarter Fiscal Reports, the Office Manager reported that salaries and benefits category is 53.1% expended, services and supplies category is 67.4% expended, capital outlay category is 7.3%. It was then stated that overall expenditures are currently at 56.0% expended and current revenues are at 53.9% received.

After this final item of reports, Vice President Kirk asked the District Manager to proceed to policy matters.

10. Policy matters (10.1 – 10.4)

10.1 Under item 10.1 of policy matters, the Board was asked to consider approving and adopting Resolution No. 22-01, a Resolution of Appreciation for Meritorious Service to the Citizens of Butte County and Hamilton City for Steve Ostling. It was then moved by Member Sheppard, seconded by Member Johnson, and passed unanimously with a vote of 8 ayes 0 nays to approve and adopt Resolution No. 22-01.

10.2 Under item 10.2 of policy matters, the Board was asked to consider approving and adopting Resolution No. 22-01, a Resolution of Appreciation for Meritorious Service to the Citizens of Butte County and Hamilton City for Beth Vice. It was then moved by Member Schuster, seconded by Member Barth, and passed unanimously with a vote of 8 ayes 0 nays to approve and adopt Resolution No. 22-02.

10.3 Under item 10.3 of policy matters, the Board was asked to consider a Capital Expenditure for a Toyota CDPD25-XW71F 5,000lb Forklift from Toyota Material Handling of Northern California in the amount \$26,598.00. This forklift is currently in stock. The District Manager explained the reason and need as well as reporting that this expenditure has not been budgeted but firmly believes there is enough room within to the budget to accommodate the expense. It was then moved by Member Sheppard, seconded by Member Schuster, and passed unanimously with a vote of 8 ayes 0 nays to approve the Capital Expenditure for a Toyota CDPD25-XW71F 5,000lb Forklift from Toyota Material Handling of Northern California in the amount \$26,598.00

10.4 Under item 10.4 of policy matters, the Board was asked to consider declaring four vehicles surplus to need, establish the minimum bid amount for each truck, authorize the sale to the highest bidder, and to approve the notice for publication. It was then moved by Member Kirk, seconded by Member Johnson, and passed unanimously with a vote of 8 ayes 0 nays to declare trucks 157, 158, 163, and 167 surplus to need, established the minimum bids at \$4,000.00 for truck 157, \$3,000.00 for truck 158, \$3,000.00 for truck 163, and \$5,000.00 for truck 167, authorized the sale to the highest bidder, and approved the notice of publication.

11. Under topic of the month, the District's Entomologist gave a presentation on *Culiseta inornata*.

12. After reviewing the demands made upon the District for the past month, it was then moved by Member Sheppard, seconded by Member Barth, and passed unanimously with a vote of 8 ayes 0 nays to authorize checks numbered 50283 through 50410 be signed and distributed. Expenditures for the month totaled \$257,556.04.

13. No items under personnel to report.

14. No items of correspondence to report.

15. No other business to report.

16. No persons wishing to address the Board pertaining to closed session matters.

17. No closed session matters not warranting legal counsel.

18. President Beck announced adjournment at 4:56 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on February 9, 2022, at the Chico Substation's Board Room at 444 Otterson Drive, Chico, CA 95928.

Respectfully submitted,

James "Bo" Sheppard,
Secretary