

***Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control
District Meeting held October 9, 2019***

Members Present: Gordon Andoe, President Dr. Albert Beck, Bruce Johnson, Phil LaRocca, Vice President Dr. Larry Kirk, Steve Ostling, Assistant Secretary Melissa Schuster, and Secretary Bo Sheppard.

Members Excused: Carl Starkey

Members Absent: None.

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

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District held on October 9, 2019, at 5117 Larkin Road Oroville, CA 95965.
2. The October 9, 2019, Butte County Mosquito and Vector Control District regular meeting of the Board of Trustees was called to order at 4:05 PM by President Beck.
3. Seeing and hearing no other persons wishing to address the Board, President Beck proceeded to request approval of the minutes.
4. After review, it was then moved by Member Johnson, seconded by Member Sheppard, and passed unanimously to approve the minutes of the Board of Trustees meeting held September 11, 2019, as written, with Member LaRocca abstaining due to his excused absence.
5. No closed session matters.
6. Reports (6.1 – 6.5)
 - 6.1 Under item 6.1 of reports, District Manager's Report, the District Manager reported that on September 12, 2019, the District completed the monthly staff meeting and all vehicle inspections. The District's Safety Committee also met on this date. Also on this date, the District Manager and Office Manager met with representatives of Prudential Overall Supply to discuss uniform and towel service for the District. The District's service contract with AmeriPride expires in December of this year. The District is in the process of interviewing other potential contractors for these services.

On September 20, 2019, the District Manager attended a conference call with California Special District's Association and other managers from various other special districts throughout the north state to discuss and plan the upcoming legislative tours. The District will be hosting a tour of over 32 California legislative representatives on October 15, 2019.

On September 25, 2019, the District was without power for 9 business hours. The District's backup generator would not run and operate. Without power during a busy time in the season and while an audit was taking place was challenging. Without power the District struggles to operate. The District's fuel pumps for the District's trucks and aircraft do not operate, the District cannot make copies and/or print documents needed, the District phones and internet connections do not work, the indoor aquaculture tanks go offline, and no tools or devices can be operated. The District remained open and continued operations where it could.

Also, on September 25, 2019 and September 26, 2019, the District continued and completed the District's annual financial audits. There were no major findings. The final audit report will be presented to the Board during the December Board meeting. The Office Manager assisted the auditors and answered any and all questions. Also on September 26, 2019, the District hosted its 12th Annual Seasonal Employee Appreciation Luncheon. This is a free lunch, not paid with District funds, for all staff to honor and thank the seasonal employees for their service.

- 6.2 Under item 6.2 of reports, Department's Report, the District Manager reported the District's New Jersey light traps and gravid traps continue to capture adult mosquitoes. The sentinel chickens arrived and were placed in their coops on April 4, 2019, and sampling has continued. Yellow jacket surveillance and CO2 trapping have continued. To date the lab has submitted a total of 404 mosquito pools. Forty-five have tested positive (1 Glenn County / 44 Butte County).

West Nile virus (WNV) activity has slowed during the past month. The District has confirmation of 3 human infections, 1 asymptomatic blood donor, 45 mosquito pools, and 33 sentinel chickens. WNV activity has increased significantly throughout the state during the past month with WNV being reported in 33 California counties.

The District's four indoor fish tanks have continued to produce a high volume of fry until the end of September. The tanks have had some of their stock used for public fish plants. The indoor tanks are being emptied, cleaned, and prepared for the new Vector Ecologist / Fish Biologist. The public mosquitofish tanks were in the field through the end of September. The District's ponds are well maintained and are producing high populations of fish.

Mosquito and Vector Control Specialists (Specialists) have continued with summer/fall flood water mosquito surveillance in rock pits, dredger pits, flood water areas, and urban sources. Camp Fire surveillance and control continues. Countless burnt properties have yield many mosquito- breeding sources with an abundance of larvae. Some summer sources are continuing to produce mosquitoes. Sources such as urban man-made containers, managed wetlands, and pastures have been identified. Rice inspections have ceased until the fields are reflooded. Fall flood up is in full swing with the managed wetlands. Service requests for inspections, fish, and treatments have decreased dramatically over the past month.

The District's Air Operations continue to be busy with 714Y and 6633K continuing to make aerial larvicide applications. As of September 30, 2019, 714Y has treated 6,825 acres of wetlands/organic rice. The acreage at this time last year was 6,268 acres. 6633K has treated 32,602 acres of rice. The acreage at this time last year was 38,972 acres. 606Y has made 11 ULV adulticide treatments this year. Last year at this time, 606Y had made 14 ULV treatments.

The PR Department is reviewing and updating (if needed) the District's website, brochures, photo and video files, and other informational documents. The District mobile friendly website continues to be updated as needed. The District recently attended the Salmon Festival which basically ends the fair and festival season. The District has already conducted several interviews on local news channels and newspapers. The billboards, TV and radio public service announcements, and newspaper ads are continued through the end of September. The District has continued to be part of the Paradise community outreach efforts and will make another presentation in November.

- 6.3 Under item 6.3 or reports, the District Manager reported that Member Johnson and past Member Vickery, have terms expiring December 31, 2019, and Member Johnson was asked if reappointment was desired. Member Johnson has served since 2016 (3 years). Members Johnson expressed interest in being reappointed. District staff have sent reminder letters to the Butte County Board of Supervisors and Glenn County Board of Supervisors to remind each respective board of the open Trustee positions.
- 6.4 Under item 6.4 of reports, 2019/2020 1st Quarter Fiscal Reports, the District Manager reported that salaries and benefits category is 35.5% expended, services and supplies category is 52.1% expended, capital outlay category is 62.5%. It was then stated that overall expenditures are currently at 42.4% expended and current revenues are at 15.2% received.
- 6.5 Under item 6.5 of reports, 3rd Quarter Newsletter, the Assistant Manager reviewed and explained the 3rd Quarter Newsletter with the Board.

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

7. Policy matters (7.1 – 7.4)
- 7.1 Under item 7.1 of policy matters, the Board was asked to consider amendments and additions to Operations Policy, Policy #3050. It was moved by Member Kirk, seconded by Member Schuster, and passed unanimously to amend Policy #3050, Payment Procedures, as written.
- 7.2 Under item 7.2 of policy matters, the Board was asked to consider a capital expenditure to not exceed \$35,000.00 for a Generac Standby generator, model QT100, a Generac RTS Series Automatic Transfer Switch, and installation. The cost of the generator is \$25,097.00 plus tax and shipping, the cost of the transfer switch is \$1,204.00 plus tax and shipping, and installation would be around \$3,000.00. The District Manager explained the need and reasons for the request. It was then moved by Member Johnson, seconded by Member Ostling, and passed unanimously to approve capital expenditure to not exceed \$35,000.00 for Generac Standby generator, model QT100, a Generac RTS Series Automatic Transfer Switch, and installation. Member Schuster and Member LaRocca both asked District Manager to explore the possibility of TESLA backup batteries to existing solar system.
- 7.3 Under item 7.3 of policy matters, the Board was asked to consider a transfer of appropriation from Appropriation for Contingencies to Capital Outlay, Building and Improvement in the amount of \$35,000.00 to cover anticipated costs of the new capital items and installations. It was moved by Member Sheppard, seconded by Member Ostling, and passed unanimously to approve the transfer from Appropriation for Contingencies to Capital Outlay, Building and Improvements in the amount of \$35,000.00.

- 7.4 Under item 7.4 of policy matters, the Board was asked to consider authorizing staff and Trustee(s) to attend the AMCA Annual Conference in Portland, Oregon, March 16, 2020, through March 20, 2020. It was moved by Member Schuster and Seconded by Member LaRocca to authorize nine employees plus a Trustee to the 2020 AMCA Annual Conference in Portland Oregon.
8. Under topic of the month, The District Manager provided a summarizing report on West Nile virus activity throughout the District's Service Area.
9. After reviewing the demands made upon the District for the past month it was then moved by Member Sheppard, seconded by Member Johnson, and passed unanimously to authorize checks numbered 46918 through 47032 be signed and distributed. Expenditures for the month totaled \$492,855.85.
10. Under personnel, the District Manager reported one seasonal employee voluntarily separated from the District on September 12, 2019. Nine of the District's seasonal employees were laid off on September 26, 2019. The remaining seasonal employee will be laid off on October 10, 2019.
11. Under correspondence, the Board reviewed letters sent to appointing officials of terms ending at the end of 2019.
12. No other business to report.
13. No persons wishing to address the Board on closed session matters.
14. No closed session items.
15. President Beck announced adjournment at 5:25 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on November 13, 2019, at the Chico Substation's Board room at 444 Otterson Drive, Chico, CA 95928.

Approved as written at the Board of Trustees meeting held November 13, 2019.

Respectfully submitted,

James "Bo" Sheppard,
Secretary