

**Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held December 11, 2024**

**Members Present:** Bruce Johnson, Andy Haymond, Dr. Larry Kirk, Philip LaRocca, Steve Ostling, Secretary Melissa Schuster, Eric Smith, Carl Starkey, and President Bo Sheppard.

**Members Excused:** Darlene Fredericks.

**Members Absent:** None.

**Also Present:** District Manager Matt Ball, Assistant Manager Aaron Lumsden, Office Assistant Sara MacKenzie, and Entomologist Amanda Bradford.

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District was held on December 11, 2024, at 444 Otterson Drive, Chico, CA 95928.
2. The December 11, 2024, Butte County Mosquito and Vector Control District regular meeting of the Board of Trustees was called to order at 4:00 PM by President Sheppard.
3. Seeing and hearing no persons wishing to address the Board on items not on the agenda, President Sheppard proceeded to request approval of the minutes.
4. After review, it was then moved by Member Kirk, seconded by Member Johnson, and passed unanimously with a vote of 9 ayes and 0 nays to approve the minutes of the Board of Trustees meeting held November 13, 2024, as written.
5. No persons wishing to address the Board on closed session matters.
6. No closed session matters needing legal counsel.
7. Reports (7.1 – 7.2)
  - 7.1 Under item 7.1 of Reports, the Board heard a comprehensive summary and evaluation of the District's annual audit from Jonathan Abadesco of C.J. Brown & Company CPAs. The report highlighted that the District is in good financial standing, is well managed, and the audit revealed no major findings.
  - 7.2 Under item 7.2 of reports, District Manager's Report, the District Manager reported that on November 14, 2024, the District completed the monthly management meeting, staff meeting, and all vehicle inspections. The District Manager also hosted his 16<sup>th</sup> Annual Employee Appreciation Luncheon. Food is purchased, provided, and cooked by the District Manager at no District expense.

Commencing November 18, 2024, and continuing throughout the winter, District employees started attending continuing education webinars to gain continuing education hours and to learn different aspects of the industry.

On November 19, 2024, District management met and offered the position of Pilot II to Ed Parra who started work on December 9, 2024.

On November 20, 2024, District management attended a webinar to learn about ADA compliance with the District's website and things linked to the District's website.

On November 22, 2024, the District Manager attended the biweekly Legislative Regulatory Committee call. MVCAC lobbyists and committee members reviewed legislation and current regulatory issues throughout the state.

On December 3, 2024, District management and the District's Pilot interviewed a candidate for the open Pilot I position. The position was conditionally offered to a candidate of Pilot I. Also on this date, Butte Environmental Health conducted the District's annual UST inspections and it was reported that the District passed the inspection with no violations and/or work orders, but the District Manager reported that the down tube on the unleaded tank would need to be replaced at some point in the future.

The District Manager reported that the District was closed for the week of November 25<sup>th</sup> for Thanksgiving closure.

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

8. Policy matters (8.1 – 8.2)
- 8.1 Under item 8.1 of policy matters, the Board was asked to consider approving a transfer of \$750,000.00 from Accumulated Capital Outlay Reserve to Capital Outlay- Aircraft, a transfer of \$900,000.00 from Aircraft Engine Fund Reserve to Capital Outlay- Aircraft, and a transfer of \$400,000.00 from Appropriation for Contingencies to Capital Outlay-Aircraft to pay for the 2024 Thrus 510P2+ aircraft approved by the Board of Trustees during the November 13, 2024, Board Meeting and a deposit on the Grumman AG Cat also approved by the Board of Trustees, during the November 13,2024, Board Meeting. It was then moved by Member Smith, seconded by Member Schuster, and passed unanimously with a vote of 9 ayes and 0 nays to approve the transfer of \$750,000.00 from Accumulated Capital Outlay Reserve to Capital Outlay- Aircraft, a transfer of \$900,000.00 from Aircraft Engine Fund Reserve to Capital Outlay- Aircraft, and a transfer of \$400,000.00 from Appropriation for Contingencies to Capital Outlay-Aircraft to pay for the 2024 Thrus 510P2+ and the deposit on the AG Cat.
- 8.2 Under item 8.2 of policy matters, the Board was asked to consider approving a transfer of \$291,200.00 from Appropriation for Contingencies to Services and Supplies- Special Services for the contracted aerial larvicide and adulticide treatments during the 2024 mosquito spray season. It was then moved by Member Ostling, seconded by Member Starkey, and passed unanimously with a vote of 9 ayes and 0 nays to approve the transfer of \$291,200.00 from Appropriation for Contingencies to Services and Supplies- Special Services for the contracted aerial larvicide and adulticide treatments during the 2024 mosquito spray season.
9. Under topic of the month, the District's Entomologist gave a presentation on ticks of Butte County.
10. After reviewing the demands made upon the District for the past month, it was then moved by Member Starkey, seconded by Member Kirk, and passed unanimously with a vote of 9 ayes 0 nays to authorize checks numbered 54750 through 54849 be signed and distributed. Expenditures for the month totaled \$781,931.67.
11. Under personnel, the District Manager reported that Ed Parra commenced work with the District on December 9, 2024, as Pilot II.
12. No items of correspondence to report.
13. Under other business, the District Manager informed the Board that the District offices will be closed the week of December 23rd and December 30<sup>th</sup>. The District will reopen on January 6<sup>th</sup>. The Board was also told that the AI Beck tree purchased by Member Schuster had been planted at the Substation near the flag pole.
14. No persons wishing to address the Board pertaining to closed session matters.
15. No closed session matters warranting legal counsel.
16. President Sheppard announced adjournment at 5:03 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on January 8, 2025, at the Chico Substation's Board Room at 444 Otterson Drive, Chico, CA 95928.

Respectfully submitted,

Melissa Schuster,  
Secretary