

APRIL 9, 2020 MINUTES
TELECONFERENCE MEETING

The regular meeting of the Sutter-Yuba Mosquito & Vector Control District Board of Trustees was called to order by Board Secretary Sanbrook at 4:30 P.M., Thursday, April 09, 2020.

IN ATTENDANCE: Sanbrook, Ghag, Schmidl, Guzman, Harris and Cleveland

ABSENT: None

ALSO PRESENT: Manager Abshier, General Foreman Hunt, Ken Meyers of Meyers Investment Group and Jeff T. Helm

EMERGENCY AGENDA ITEMS: None

CONSENT AGENDA:

- A. Minutes of March 12, 2020
- B. Bills for March 2020
- C. Merit Increase for Bill Terbush. He is being recommended for a salary increase to be effective April 1, 2020. The increase will be from step 2 to a step 3 Mosquito Control Tech III of the salary range schedule.
- D. Merit Increase for Mervin Hunt, General Foreman: Mr. Hunt is being recommended for a salary increase to be effective April 1, 2020. The salary increase will be from step 8 to step 9 of the salary range schedule for General Foreman.

A motion was made by Schmidl and seconded by Ghag approving the consent agenda. The motion was approved by a unanimous vote.

905 MARKET STREET PROPERTY LEASE AGREEMENT: The current six month lease agreement will expire on April 30, 2020. Board approval to lease the Market Street property to Jeff T. Helm Inc. beginning May 1, 2020 was discussed. Mr. Helm stated he had planned on vacating the property by April 30, 2020. He is unable to have the move completed as planned. Mr. Helm asked for another six month lease. Sanbrook noted the lease had been yearly until recently. A motion was made by Schmidl and seconded by Guzman to extend the 905 Market Street lease for six months to Jeff T. Helm Inc. beginning May 1, 2020 at \$1,500 per month. The motion was approved by a unanimous vote.

QUARTERLY REVIEW OF THE DISTRICT'S DEFINED BENEFIT PLAN INVESTMENTS AS OF MARCH 31, 2020: Ken Meyers of Meyers Investment Group provided a snapshot of the plan as of April 7, 2020. As of April 9, 2020, the plan is down 10%. The Bond market is down across the board. Meyers noted looking back at two of the worst quarters in history, 1926 and 1938; the market still ended the year up 30% for 1938. Meyers added that a lot of money is going to the market now, we could see a positive market by the year's end. He will be watching closely but is not recommending any changes at this time. A motion was made by Ghag and seconded by Cleveland to accept the Quarterly Review of the District's Defined Benefit Plan Investments. The motion was approved by a unanimous vote.

APPROVAL TO RENEW THE CONTRACT FOR THE AERIAL APPLICATION OF ADULTICIDES AND LARVICIDES WITHIN THE BOUNDARIES OF THE SUTTER YUBA MOSQUITO AND VECTOR CONTROL DISTRICT: Abshier stated that Russ Stocker of Arena Pest Management has provided a letter detailing rates for 2020. The larviciding rate would be \$1,250 per hour and the adulticiding rate at \$2,200 per hour for 2020. Both application rates remain unchanged from 2019. Stocker has two aircraft that will be available for adulticide work including a twin engine, Skymaster that could be used over congested areas. Stocker has the hardware and software required to apply these materials. In 2020 the Placer, Sac/Yolo and San Joaquin Districts entered

into a combined contract with VDCI at the cost of \$0.60 per acre for adulticide work. We are paying \$0.39 per acre. Our current larvicide rate is averaging \$1.35 per acre; Sac/Yolo is paying \$3.50-\$4.50 per acre. A motion was made by Guzman and seconded by Sanbrook approving applications by Arena Pest Management at the 2020 rates of \$2,200 per hour for adulticide application services and \$1,250 per hour for larvicide applications services. The motion was approved by a unanimous vote.

CONSIDERATION OF BIDS FOR AN ANNUAL AUDIT: Multiyear, informal bids were presented to the Board for approval. Abshier referenced a handout showing bids from Smith & Newell, Fedak & Brown and David Farnsworth, CPA for multiyear annual audits. Abshier noted the contract with Smith & Newell ended last year. Smith & Newell are a reasonably priced, local company and have performed well. A motion was made by Sanbrook and seconded by Schmidl approving Smith & Newell to provide an annual audit for years 2020 at \$8,900, 2021 at \$9,150, and 2022 at \$9,425. The motion was approved by a unanimous vote.

APPROVAL OF AN AMENDMENT TO THE DISTRICT'S DISCRETIONARY LEAVE POLICY: An amendment to the policy addressing paid employee leave during a natural or tragic disaster or public health emergency order was presented to the Board for discussion and/or approval. The amended section of the Discretionary Leave Policy specifically clarified one section regarding qualifying conditions, where a public health directive/order would restrict an employee from leaving their home, thus preventing the employee from being able to report for work. A motion was made by Guzman and seconded by Sanbrook approving the amendment to the District's Discretionary Leave Policy. The motion was approved by a unanimous vote.

PUBLIC COMMENTS: None

MANAGER COMMENTS:

- The District remains open, we are receiving a few calls for service and residents are picking up mosquitofish.
- Social distancing guidelines are in place, some employees have moved from their cubicles to the shop. Staff meetings will be conducted via teleconference.
- A laptop computer was purchased and configured to allow Administrative Manager Valencia to work from home when possible.
- Seasonal employees will begin work on May 4, 2020.
- CDPH testing for two staff members has been rescheduled for June 25, 2020.
- Two staff members scheduled to test with DPR in May will most likely be postponed.
- Sentinel Chickens pick up day will be April 23, 2020.
- The annual meeting with the USFWS has not been scheduled, it will be held via teleconference.
- The Dead Bird Hotline begins on April 13, 2020.
- New Jersey light traps are being deployed this week.
- Staff continues monitoring spring sources, waste tires and responding to service calls.
- Erik Blosser, the District's new entomologist started April 1, 2020; he is learning procedures and methods of the District. He has reached out to the former entomologist, Bradford, for assistance.
- Keagan Warta, the new Mosquito Control Technician began work on April 1, 2020. He is doing well having worked as a summer employee last year.

TRUSTEE COMMENTS: President Harris thanked everyone for their cooperation during this difficult period.

ADJOURNMENT: There being no further business, a motion was made by Harris and seconded by Sanbrook to adjourn the meeting. The motion was approved by a unanimous vote. Board Secretary Sanbrook adjourned the meeting.

John Sanbrook, Board Secretary