

JUNE 11, 2020 MINUTES

The regular meeting of the Sutter-Yuba Mosquito & Vector Control District Board of Trustees was called to order by Board President Harris at 4:30 P.M., Thursday, June 11, 2020.

PRESENT: President Harris, Sanbrook, Schmidl and Guzman.

BY TELEPHONE: Ghag and Cleveland.

ABSENT: None

ALSO PRESENT: Manager Abshier and General Foreman Hunt

EMERGENCY AGENDA ITEMS: None

CONSENT AGENDA:

- A. Minutes of May 14, 2020
- B. Bills for May 2020
- C. Merit Increase for Joe Songer, Field Foreman: Songer is being recommended for a salary increase effective June 1, 2020. The salary increase will be from step 5 to step 6 of Field Foreman in the salary range schedule.
- D. Merit increase for Darrell Jew, Fisheries Specialist: Jew is being recommended for a salary increase effective June 1, 2020. The salary increase will be from step 4 to step 5 of Fisheries Specialist in the salary range schedule.

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

RESOLUTION 06-11-20; RESOLUTION OF THE BOARD OF TRUSTEES OF THE SUTTER-YUBA MOSQUITO AND VECTOR CONTROL DISTRICT DETERMINING AND LEVYING AN ASSESSMENT FOR FISCAL YEAR 2020-2021 AGAINST ALL TAXABLE PARCELS OF LAND WITHIN THE MERIDIAN AREA OF THE DISTRICT TO PAY FOR THE COSTS OF VECTOR SURVEILLANCE AND CONTROL ON THOSE LANDS: This year, the per parcel assessment calculation is \$42.92. The 2020-2021 assessment is a decrease from \$43.08 for fiscal year 2019-2020. The maximum amount that can be levied per parcel is forty-five dollars. A motion was made by Sanbrook and seconded by Ghag approving Resolution 06-11-20. The motion was approved by a unanimous vote.

RESOLUTION 06-11-20: RESOLUTION OF THE BOARD OF TRUSTEES OF THE SUTTER-YUBA MOSQUITO & VECTOR CONTROL DISTRICT, AFFIRMING THE ALLOWANCE OF A MONTHLY IN LIEU PAYMENT TO TRUSTEES INSTEAD OF ACTUAL EXPENCES INCURRED FOR DISTRICT BUSINESS, AS PROVIDED IN THE HEALTH & SAFETY CODE DIVISION 3, CHAPTER 1, ARTICLE 3, SECTION 2030(b). Abshier noted the Health and Safety Code allows for reimbursement of actual expenses by submitting receipts or an in lieu payment for Trustees attending Board meetings. Abshier added he had searched District records and found no in lieu resolution. A motion was made by Schmidl and seconded by Sanbrook approving Resolution 06-11-20 affirming a \$100 in lieu payment to Trustees for attending Board meetings. The motion was approved by a unanimous vote.

APPROVAL OF AN INVASIVE *Aedes* RESPONSE PLAN: This operationally focused plan will provide staff with a step by step guide in the event of an invasive *Aedes* mosquito detection. The District's plan uses the CDPH plan as a template. Abshier noted we need to have a plan in place to prior to an invasive detection. Sac-Yolo and Placer counties to our south had invasive detections last fall. A motion was made by Guzman and seconded by Sanbrook approving the District's Invasive *Aedes* Response Plan. The motion was approved by a unanimous vote.

RENEWAL OF NON-OWNED AIRCRAFT LIABILITY INSURANCE: Abshier stated that this liability policy would be in addition to coverage that we contractually require our contractor to maintain. The policy would give us \$1,000,000 of chemical and non-chemical liability insurance through Av Quest. The cost would be \$4,255, an increase of \$80 over fiscal year 2019-2020. Our contractor's insurance would be the primary insurance and ours would be secondary insurance. Abshier offered another policy with higher limits, a \$2,000,000 chemical and non-chemical, \$4,000,000 aggregate policy is available at a cost of \$6,755. Abshier suggested the higher limits, as our contractor performed over sixty flight missions last year. VCJPA is also recommending higher coverage limits when available. The green pool surveillance flight mission would also be covered by this policy. A motion was made by Schmidl and seconded by Ghag approving the renewal of the \$6,755 non-owned aircraft liability insurance with Av Quest. The motion was approved by a unanimous vote.

DIVIDEND CHECK FROM SDRMA DELTA DENTAL INSURANCE POOL: Abshier requested approval to deposit \$1,864.81 dividend check to account 51120, Salaries and Benefits. Lower claims have resulted in a dividend refund. A motion was made by Ghag and seconded by Guzman approving the deposit of \$1,864.81 SDRMA refund check to account 51120, Salaries and Benefits. The motion was approved by a unanimous vote.

SALARY RANGE ADJUSTMENT: Consideration of an adjustment to the MCT I and MCT II salary range. Abshier presented a salary range comparison from similar sized nearby Mosquito and Vector Control Districts. Abshier noted it has been four years since the last salary range adjustment. The salary range adjustment is completed about every five years. The beginning salary for MCT I and MCT II, are 8% below the average of the District's surveyed. An MCT II requires two years' experience and passing CDPH categories A&B. An MCT III requires five years' experience and completing CDPH Categories C&D. The proposed salary range adjustment would currently affect three employees at an annual cost of \$7,500. Board consensus was to table this item until the September Board meeting.

APPROVAL TO ADD A THIRD FIELD FOREMAN POSITION: An increased focus on urban mosquito sources has necessitated a division of the workload. Abshier noted in 1988, when he began working for the District we had four Field Foremen. We currently only have two Field Foremen. Abshier noted with the down turns of 1998, 2004, 2008, many positions were left vacant as personnel retired or left the District. We have increased our urban focus dramatically with the swimming pool surveillance program and increased catch basins surveillance/treatments. The position would be filled July 1, 2020. A motion was made by Guzman and seconded by Schmidl approving the addition of a third Field Foreman position. The motion was approved by a unanimous vote.

PERSONNEL COMMITTEE REPORT: Guzman explained that the employees met with Schmidl and himself prior to the Board meeting. The employees are requesting a 2% cost of living adjustment, raising accumulated vacation limits to 480 hours and sick leave paid at retirement from 35% to 45% of amount accumulated. Guzman and Ghag recommended the Board approve a 2% cost of living adjustment to wages and increasing the vacation accumulation limits by 20%. Guzman noted that the employees provided information regarding approved COLAs from local Districts, Butte, Placer and Shasta Mosquito Control Districts. Sanbrook expressed concern over potential unfunded liabilities and recommended not increasing the higher limits of vacation accumulation or the higher percentage of accumulated sick leave payable upon retirement. A motion was made by Sanbrook and seconded by Ghag approving a 2% cost of living adjustment for permanent employees including the manager. The motion was approved with Harris, Sanbrook, Cleveland and Ghag voting to approve and Guzman and Schmidl voting against.

PRELIMINARY BUDGET APPROVAL FOR FISCAL YEAR 2020-2021: Board members were provided a preliminary budget for review. Abshier reported the Salaries and Benefits budget will increase 16.8% or \$286,968, over FY 2019-2020. The amount is largely due to significantly higher contribution for fully funding the defined benefit plan, adding a new Administrative Assistant position and a third Field Foreman position. The 2020-2021 budget includes a 2% cost of living increase for the permanent positions. California's minimum wage law is continuing to push hourly wages higher. In order to stay competitive, Abshier proposed that summer positions receive a \$1.00 raise

beginning January 1, 2021 from \$14 to \$15 per hour for starting pay. Many Districts are reporting that they are having a difficult time finding employees. Raising the pay rate will keep the District competitive.

The Services and Supplies portion of the budget will see an increase of 5.4% or \$81,816 over the approved budget for fiscal year 2019-2020. Increasing pesticide costs and increases in contracted aircraft services, as well as earlier timed applications for *Culex* mosquito control can be attributed to the increase.

The Fixed Assets portion of the budget for fiscal year 2020-2021 reflects a 9.9% increase or \$17,300 higher than the than the approved budget for fiscal year 2019-2020. The majority of the increase can be attributed to the cost of one more pickup and one more Promist fogger than was purchased last fiscal year.

The total budgeted expenditures for fiscal year 2020-2021 indicate an increase of 11.4% or \$387,584 over the approved budget for fiscal year 2019-2020.

A motion was made by Schmidl and seconded by Guzman approving the Preliminary Budget for fiscal year 2020-2021. The motion was approved with a unanimous vote.

PUBLIC COMMENTS: None

MANAGER COMMENTS: Abshier reported that West Nile virus activity has had a slower start this year. Twenty nine mosquito pools have tested positive state wide, year to date. Eight dead birds have tested positive, five in Santa Clara. Napa, Sacramento, and San Joaquin counties have each reported one dead bird. All chickens have tested negative Statewide. No human cases have been reported. Our New Jersey Light Trap counts for *tarsalis* are moving upwards, *Pipiens* are less than half of our 10 year average. *Anopheles* numbers continue to be low also.

Abshier also noted:

- The aerial green swimming pool surveillance flight is scheduled for the last week of June. We have blanket warrants in place in Sutter and Yuba Counties to obtain access where a resident resists.
- Spraying by ground of the agricultural areas will begin next week. Town fogging is slated to begin July 2nd. Aerial larviciding will begin the last week of June.
- Catch basins treatments are almost complete in urban areas. In three months, basins will be checked again and treated as necessary.
- Staff is receiving training for respirators, labels, heat illness and safe driving.
- Social distancing continues to be practiced, wearing masks when six feet distance cannot be maintained and cleaning common surfaces daily.
- Fogging began early in the Edgewater area due to a large numbers of *Culex* mosquitoes. Edgewater and agricultural areas to the south have been the target.
- Fish planting of rice fields will begin on June 20, 2020.
- We received over 40 applications for the Administrative Assistant position; we have narrowed down to five or six to be interviewed next week.
- Four permanent staff will test with CDPH on June 25th.

TRUSTEE COMMENTS: None

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

John Sanbrook, Board Secretary