

## **JUNE 13, 2019 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 13, 2019.

**PRESENT:** President Harris, Sanbrook, Schmidl, Ghag, Jeffrey, Cleveland and Guzman.

**ABSENT:** None

**ALSO PRESENT:** Manager Abshier and General Foreman Hunt

**EMERGENCY AGENDA ITEMS:** None

### **CONSENT AGENDA:**

- A. Minutes of May 9, 2019
- B. Bills for May 2019
- C. Merit Increase for Joe Songer, Field Foreman: Songer is being recommended for a salary increase effective June 1, 2019. The salary increase will be from step 4 to step 5 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, 2019. The salary increase will be from step 3 to step 4 of Fisheries Specialist in the salary range schedule.
- E. Merit increase for Amanda Bradford, Entomologist: Bradford is being recommended for a salary increase effective June 1, 2019. The salary increase will be from step 2 to step 3 of Entomologist in the salary range schedule.

Board consensus is to have the employee's current and proposed salary figures available for review. A motion was made by Guzman and seconded by Ghag approving the consent agenda. The motion was approved by a unanimous vote.

**RESOLUTION 06-13-19; RESOLUTION OF THE BOARD OF TRUSTEES OF THE SUTTER-YUBA MOSQUITO AND VECTOR CONTROL DISTRICT DETERMINING AND LEVYING AN ASSESSMENT FOR FISCAL YEAR 2019-2020 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 \$43.08. The 2019-2020 assessment is a decrease from \$44.10 for fiscal year 2018-2019. The number of taxable parcels increased, resulting in the lower rate. The maximum amount that can be levied per parcel is forty-five dollars. A motion was made by Sanbrook and seconded by Jeffrey approving Resolution 06-13-19. The motion was approved by a unanimous vote.

**RESOLUTION 06-13-19A:** Resolution of the Board of Trustees of the Sutter-Yuba Mosquito & Vector Control District defining the limitations of the Public Comment Agenda Item. The resolution limits public comment to five minutes per person and twenty five minutes on any one topic. A motion was made by Schmidl and seconded by Cleveland adopting Resolution 06-13-19A. The motion was passed 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 \$4,075, an increase of \$75 over fiscal year 2018-2019. Our contractor's insurance would be the primary insurance and ours would be secondary insurance. A motion was made by Jeffrey and seconded by Guzman approving the renewal of non-owned aircraft liability insurance. The motion was approved with Harris, Ghag, Guzman, Jeffrey, Sanbrook and Cleveland voting to approve. Trustee Schmidl opposed the motion.

**BOARD APPROVAL OF AN ADMINISTRATIVE MANAGER CONTRACT FOR CATHY BURNS:** Mrs. Burns would like to retire on July 31, 2019. Mrs. Burns would continue to

train the new Administrative Manager under a contract. The contract would begin August 1, 2019 and end September 30, 2019. The Board directed Abshier to consult with legal counsel regarding this matter. After a lengthy discussion the matter was tabled until the next Board meeting.

**PERSONNEL COMMITTEE REPORT:** Guzman explained that the employees met with Ghag and himself prior to the Board meeting. The employees are requesting a 4% cost of living adjustment. Guzman and Ghag recommended the Board approve a 4% cost of living adjustment to wages. Guzman noted that the employees provided information regarding approved COLAs from local Districts, Butte, Placer and Shasta Mosquito Control Districts. Over the next three years, the Butte County District has approved a total of 8% in increases. A motion was made by Schmidl and seconded by Cleveland approving a 4% cost of living adjustment for permanent employees including the manger. The motion was approved by a unanimous vote.

**PRELIMINARY BUDGET APPROVAL FOR FISCAL YEAR 2019-2020:** Board members were provided a preliminary budget for review. Abshier reported the Salaries and Benefits budget will be set at \$1,712,795, a 3.9% decrease. The amount is \$70,341 under the approved budget for fiscal year 2018-2019. The 2019-2020 budget includes a 4% 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 July 1, 2019 from \$13 to \$14 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 budget will be set at \$1,511,053, an increase of 7.8%. The amount is \$109,173 over the approved budget for fiscal year 2018-2019. 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.

Maintenance Equipment ended over budget by \$7,242 primarily due to upholstery repairs, bumper replacements, tool boxes, headache racks and a \$4,000 P.T.O. and rear wheel bearing repair to the John Deere tractor. Sanbrook inquired if the Treasury Fee of \$3,500 was a new fee in fiscal year 2019-2020. Abshier noted it is a fee we pay to have tax revenue collected for us.

The Fixed Assets budget will be set at \$175,550, an increase of 3.8%. The amount is \$6,517 over the approved budget for fiscal year 2018-2019. There will be some significant purchases; including purchasing a forklift and replacing the roof at 925 Market Street. Our remote weather stations are impacted by trees blocking them from wind. They are old technology, hard wired to phone lines. Two of them will be replaced with cellular transmitting stations this year.

A motion was made by Jeffrey and seconded by Schmidl approving the Preliminary Budget for fiscal year 2019-2020. 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. Eighty four mosquito pools have tested positive state wide, year to date. Riverside County has reported 79 positive mosquito pools with Tulare reporting four pools positive and Orange County with one. St Louis Encephalitis has been detected in two mosquito pools in Tulare County.

- Our New Jersey Light Trap counts for *tarsalis* are very low compared to the 10 year historical average. *Pipiens* are less than half of our 10 year average. *Anopheles* numbers continue to be low also.
- Aerial photos of suspect swimming pools were received last week. We received 748 suspect pool photos; staff will evaluate photos to determine which pools need to be inspected. 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 late June. Aerial larviciding will begin the last week of June.
- All seasonal employees are on board except one. Kayla McNeal is doing very well learning Cathy's daily routine.
- All catch basins have been treated in urban areas. In three months, basins will be checked again and treated as necessary.

**TRUSTEE COMMENTS:** Jeffrey declared that she will not be able to attend the July meeting. Schmidl suggested employees receive a Nutria pocket guide available from the Sutter County Agriculture Department. The card describes the invasive aquatic mammal, with comparisons to similar native mammals.

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

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John Sanbrook, Board Secretary