

October 10, 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, October 10, 2019.

PRESENT: President Harris, Sanbrook, Cleveland, Ghag, and Guzman.

ABSENT: Schmidl

ALSO PRESENT: Manager Abshier, Administrative Manager McNeal, Lucas Helm of Helm Properties, and Ken Meyers of Meyers Investment Group

EMERGENCY AGENDA ITEMS: None

CONSENT AGENDA:

- A. Minutes of September 12, 2019
- B. Bills for September 2019

A motion was made by Guzman and seconded by Ghag approving consent agenda items A and B. The motion was approved by a unanimous vote.

905 MARKET STREET PROPERTY LEASE AGREEMENT: The District's lease with Jeff T. Helm Inc. ends on October 31, 2019. Lucas Helm, son and representative of Jeff T. Helm came before the Board requesting that we move to a month-to-month lease. His father has an interest in moving out by the end of the year. Cleveland suggested a month-to-month, but with an increase in rent from their current \$1,500.00 per month to \$1,650.00 per month, an increase of 10%, or a six-month lease with no increase in rent. Mr. Helm said his father would prefer to do a six-month lease with no increase in rent. A motion was made by Sanbrook and seconded by Ghag approving a six-month lease with Jeff T. Helm Inc. at their current rate of \$1,500.00 per month. The motion was approved with a unanimous vote.

QUARTERLY REVIEW OF THE DISTRICT'S DEFINED BENEFIT PLAN INVESTMENTS AS OF SEPTEMBER 30, 2019: Ken Meyers, of Meyers Investment Group, provided a comprehensive report of the portfolio's performance as of September 30, 2019 to the Board. Year-to-date our portfolio performance is up 14.47% and doing well. Meyer's recommended that we stay the course, however he recommended that we move \$111,031 in cash assets into the bond portfolio. Board consensus was to put our cash assets into the bond portfolio.

APPROVAL TO EXPLORE POSSIBLE SALE OF 905 MARKET STREET: Abshier reported that recently he had been in contact with Brent Skousen of Twin Cities Equipment Rental who is interested in purchasing 905 Market Street. The interested party made it known that he was very aware of the DDT contamination and was unconcerned. Abshier expressed interest in contacting our attorney, Brant Bordsen, to explore if it was even possible to transfer all liability to another party in the form of a contract. Concern was expressed from the Board about not being able to remove liability from the District even if there was a contract, however it might be worth exploring. Manager Abshier was given Board direction to meet with the District Counsel, Brant Bordsen, to explore liability in a 905 Market Street property sale.

APPROVAL OF RESOLUTION 10-10-2019: A RESOLUTION OF THE SUTTER-YUBA MOSQUITO AND VECTOR CONTROL DISTRICT SHOWING APPRECIATION AND RECOGNITION OF SERVICE FOR ERICA JEFFREY. A motion was made by Ghag and was seconded by Sanbrook approving resolution 10-10-2019. The motion was approved by a unanimous vote.

APPROVAL FOR TRUSTEES AND STAFF TO ATTEND THE MVCAC ANNUAL CONFERENCE ON JANUARY 26-29, 2020 IN SAN DIEGO: Manager Abshier wanted

to inquire as to which Board members would be interested in attending the conference, as rooms fill up fast under the group rate. Sanbrook, Ghag, and Cleveland were interested in attending. A motion was made by Sanbrook and seconded by Ghag approving trustees and staff to attend the MVCAC Annual Conference in San Diego. The motion was approved with a unanimous vote.

APPROVAL FOR THE PURCHASE OF TWO, 2019/2020 2-WHEEL DRIVE ½ TON PICKUPS: Two pickups were included in the budget for the 2019-2020 fiscal year. Bids have been received from six dealers. Larry Geweke Ford consistently comes in at the lowest price. Manager Abshier is interested in getting one short bed and one long bed. Guzman inquired why the District doesn't just get two long beds. Manager Abshier responded that a long bed will accommodate a really big piece of equipment we anticipate needing. A motion was made by Guzman and seconded by Ghag approving the bid from Larry Geweke Ford for \$45,685.62 to be spent on a long-bed and a short-bed pickup. The motion was approved with a unanimous vote.

DISCUSSION/APPROVAL TO MAINTAIN OR TRANSFER THE CURRENT VCJPA MEMBER CONTINGENCY FUND BALANCE: After consolidation of the property and member contingency funds on July 1, 2019, the District's funds exceed the prudent balance calculation by \$103,640. Manager Abshier recommended that we leave the money in the contingency fund in case we ever have to pay environmental clean-up costs not covered by the VCJPA coverages, or any other costs not covered by the VCJPA. Abshier stated that we can move it to the operating budget or our reserves budget at any time. A motion was made by Sanbrook and seconded by Cleveland to leave the \$103,640 in the contingency fund. The motion was approved with a unanimous vote.

CLOSED SESSION TO DISCUSS THE FINDINGS OF THE WRITTEN PERFORMANCE REVIEW OF THE DISTRICT MANAGER: A motion was made by Cleveland and seconded by Guzman to go into a closed session to discuss Manager Abshier's written performance review. The motion was approved unanimously. A motion was made by Cleveland and seconded by Ghag to go out of a closed session. The motion was approved unanimously. Abshier's performance was reviewed. There was no reportable action.

APPROVAL TO CONTINUE THE DISTRICT MANAGER'S CONTRACT FOR THE PERIOD OF OCTOBER 1, 2019 THROUGH SEPTEMBER 30, 2020: This would be year two of the five-year contract for District Manager Abshier. A motion was made by Guzman and seconded by Ghag to continue the District Manager's contract for the period of October 1, 2019 through September 20, 2020. The motion was approved with a unanimous vote.

APPROVAL FOR DISTRICT MANAGER ABSHIER'S MERIT INCREASE: Abshier is eligible for a merit increase from step 4 to step 5 of the salary range schedule. A motion was made by Ghag and seconded by Sanbrook to approve a merit increase from step 4 to step 5 on the salary range schedule. The motion was approved with a unanimous vote.

PUBLIC COMMENTS: None

MANAGER COMMENTS: We have no human cases of West Nile in Sutter County or Yuba County. We also have not recently had any dead birds reported in our area. Sometimes people are not aware that they should call to have their dead birds picked up to be tested for West Nile Virus and tend to just throw them away when they are found. Cleveland suggested that next year in our public outreach campaign that we add that to our radio and newspaper advertisements to make the public more aware. Abshier added that probably about 60% of dead birds that we pick up and have tested are positive for West Nile, so it would definitely be a good idea to increase awareness about our dead bird service. Additionally, our mosquito pools for Sutter County had 15 positives, compared to this time last year we had 28 positive pools. In Yuba County we had 22 positives, compared to 8 at this time last year.

For our New Jersey light traps, *Culex tarsalis*, which are the biggest transmitter of West Nile Virus, have been down for a while now. They are typically more prevalent in the earlier part of the season. We have been low on *pipiens* for most of the year as well. *Anopheles freeborni* typically peak around Labor Day, but they are way down now.

We have contacted Yuba County and they have placed an opening on their website for the vacancy left by Trustee Jeffrey's resignation. It can be a little bit difficult to find, but if you search under "Boards and Commissions" it is there. Additionally, Harris, Ghag, and Schmidl all have their terms end at the end of the year, so letters to their respective appointing authorities will be sent out soon requesting reappointment.

The District participated in a Health and Wellness fair this last month and were able to give out pamphlets and mosquito wipes to its participants. It was a really good turnout as 380 mosquito wipes were given out. We also participated in Farm Day, where 2,000 3rd graders came out to the fairgrounds to learn about agriculture. This is a very effective way to get important information out as our youth are excited to go home and put into practice what they learn about mosquito prevention, such as checking their backyards for standing water.

We had a visit from Yuba County Supervisor, Gary Bradford this last month. It was a great opportunity to show him exactly what we do here, explaining the services we offer to Sutter County and Yuba County, as well as giving him a tour of our facility. We feel that we had some incorrect information going out on social media in connection with the Yuba County area and we felt it was important to set the record straight about all the service we offer to both counties. Supervisor Bradford has been really engaged and doing his best to pass along good information.

There is a vacancy for a Mosquito Tech I position. It has been open since former District Manager Kimball retired. Abshier stated we have some good in-house candidates. It is advantageous for the District to have experience with an employee before making a permanent hire.

Placer County found one specimen of *Aedes aegypti* and have been very active trying to get rid of it, going door-to-door making sure that it is eradicated completely. In the upcoming meeting in Visalia, Abshier wants to get together with the other Districts to discuss this new invasive species in our surrounding area and the best ways to handle it.

CalSurv database has been recognized as the official database for mosquito surveillance and pesticide use by the State of California. This is a big win for us, as requesting funding for it will be much better going forward.

The status of our audit sounds like it has gone really well, and we hope to be able to present our finalized audit at the next Board meeting in November for the Board members to review it, and then go over it at the December Board meeting.

Gilsizer is currently in the moving out process, so they have people going in and out of the property all day.

Relating to our vehicle accident on August 15th, the vehicle has been found to have a bent frame. According to our policy with the VCJPA, if there is damage to the frame the vehicle will be considered totaled. So, we will expect a check from them for the Blue Book value of the vehicle minus the deductible. On the agenda next month, we will discuss transferring reserve money to the operating budget to purchase new vehicles.

We have 2 seasonal staff remaining, and will probably be finishing out their season here in the next couple of weeks.

There was some vandalism at the 905 Market Street property to the windows, so we have covered the windows with sheet metal and will be painting some small areas as well.

TRUSTEE COMMENTS: none

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

John Sanbrook, Board Secretary