



MOSQUITO CONTROL DISTRICT

Board of Trustees Minutes

August 12, 2014 7:00 PM

Clark County Mosquito Control
8115 NE. St. Johns, Bldg. P
Vancouver, WA 98662

1.0 – OPENING OF MEETING

1.1 Call to order

Meeting called to order at 7:02 pm by Board President, Linda Dietzman.

1.2 Roll call

Board members present; Linda Dietzman, Earl Fleck, Paul Greenlee, Suzanne Levis, Wade Holbrook, and Trudy Linson, Roger Seekins, Greg Walter.

Board members absent Josh Karl and Chris Regan

Others present: Steve Kessler, Holly Barnfather and John Jacobson

1.3 Review / approval of minutes

Motion to approve the June 3, 2014, Board of Trustees minutes, seconded, motion passed.

1.4 Review / approval of agenda

Motion to approve August 12, 2014 agenda was made; seconded, motion passed.

2.0 – RECOGNITION OF VISITORS/OTHERS

2.1 Introduction of visitors – none

2.2 Citizen comments – none

3.0 – BOARD UPDATE

3.1 City of Ridgefield– Introduction of Greg Walter, filling the vacant board position for the City of Ridgefield. Board members and others made introductions to Greg.

4.0 – BOARD CORRESPONDENCE

4.1 None

5.0 – FINANCIAL REPORT

- 5.1 **Second quarter 2014 Revenue and Expenditure Report** – Reviewed April - June 2014 Expenditure Report.
 - 5.1.1 Board moved to approve the May 1, 2014 – June 30, 2014 warrant register, seconded, motion passed.
- 5.2 **Approval of April - June, 2014 expenditures** - Motion to approve the April 1, 2014 – June 30, 2014 warrant register, seconded, motion passed.

6.0 – OPERATIONS MANAGER REPORT

- 6.1 **Updates** – Steve Kessler, Operation Manager, reports that so far this season has been going well, and that they are much further ahead in getting the catch basins sprayed than previous years. Steve shared that this year they are utilizing a new mosquito product, BTI / 40-day, which will reactivate whereas the previous product did not.

Steve Kessler and John Jacobson provided a slide show with examples of difficult sites that have problems accessing retention ponds in Camas.

7.0 – Continuing Business

- 7.1 **Credit Card Policy and User Agreement** – Board requested a few apostrophes to be removed where they are not necessary, add the word, the, as the first word on page 2 section III h. Board moved to approve the credit card policy and user agreement as final documents once edits have been completed, seconded, motion passed.
- 7.2 **Mosquito Crew Step Increase** – John provided a spreadsheet with the 5% salary increase by adding an additional step, step 4, in lieu of benefits. Board moved to approve the 2014 salary schedule; seconded, motion passed. John will provide a final version of the 2015 salary table.
- 7.3 **Competitive Bidding Process** Paul Greenlee presented a revised version of the competitive bidding process for the board to review. Board members requested a few language edits. Board moved to approve the competitive bidding process policy once edits are completed, seconded, motion passed.
- 7.4 **CCMCD Personnel Policies and Procedures** – Revision requested on page 4 under Employee Information Release, 2nd sentence. Motion to approve the final version of the CCMCD Personnel Policies and Procedures once requested revision; seconded, motion passed.

Adjourn

With no further business the Board President, Linda Dietzman, adjourned the meeting at 8:18 p.m.

Respectfully submitted,


Holly Barnfather, Recorder


Earl Fleck, Secretary-Treasurer