

***Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held December 12, 2018***

**Members Present:** Secretary A. Thomas Anderson, Gordon Andoe, President Dr. Albert Beck, Bruce Johnson, Vice President Dr. Larry Kirk, Susan Mason, Steve Ostling, Melissa Schuster, Assistant Secretary Bo Sheppard, Carl Starkey, and Dr. Tom Vickery.

**Members Excused:** None.

**Members Absent:** None.

**Also Present:** District Manager Matt Ball, Assistant Manager Doug Weseman, and Office Manager's Darlene Starkey and Maritza Sandoval.

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District held on December 12, 2018, at 5117 Larkin Road, Oroville, CA 95965-9250.
2. The December 12, 2018, Butte County Mosquito and Vector Control District regular meeting of the Board of Trustees was called to order at 6:30 PM by President Beck.
3. The District Manager made an announcement that due to the Camp Fire, the audit report would need to be done over the phone as no hotels were available within the area. The District Manager also reported that Member Sheppard had been reappointed to a 4-year term. Seeing and hearing no other persons wishing to address the Board, President Beck proceeded to request approval of the minutes.
4. After review it was then moved by Member Sheppard, seconded by Member Kirk, and passed unanimously to approve the minutes of the Board of Trustees meeting held November 14, 2018, as written with Member Schuster abstaining due to her absence.
5. No closed session matters.
6. Reports (6.1 – 6.2)
  - 6.1 Under item 6.1 of reports, Andy Beck of Fedak and Brown LLP provided the Board with the annual financial audit and reviewed the report over the phone. Mr. Beck summarized the District's audit and answered questions of the Board.
  - 6.2 Under item 6.2 of reports, District Manager's Report, the District Manager reported that on November 15, 2018, the District completed the monthly staff meeting and all vehicle inspections. The District's Safety Committee also met on this date. Also, while all staff was together, the District Manager provided the staff with the District's negotiation "last, best, and final" proposal. The District Manager explained the rationale for the proposal and met and conferred with staff in good faith. The District Manager also explained to all staff the probability of a reduction in revenues due to the Camp Fire.

The District was closed on November 22, 2018, for Thanksgiving.

On December 4, 2018, Clarke representatives provided free mechanical services to all the District's Cougar foggers that had issues. The service was provided free of charge. Clarke representatives also met with the District Manager and Assistant Manager to discuss products, availability, prices, and also made use projections.

On December 6, 2018, the Assistant Manager met with representatives from Leading Edge and Associates to discuss and work on MapVision.

The District Manager reported that the District had conducted and completed its annual underground storage tank test. The District Manager shared the inspection report results with the Board.

As a reminder the District will be closed for the holidays starting on December 21, 2018, and will reopen on January 7, 2019.

After this final item of reports, President Beck asked the District Manager to proceed to policy matters.

7. Policy matters (7.1 – 7.3)
  - 7.1 Under item 7.1 of policy matters, the Board was asked to consider declaring V190, 2017 Ford Explorer, surplus to need and to authorize management to dispose of the vehicle. The vehicle is a

complete loss, destroyed during the Camp Fire. It was then moved by Member Anderson, seconded by Member Schuster, and passed unanimously to declare V190 surplus to need and authorized the District Manager to dispose of it.

- 7.2 Under item 7.2 of policy matters, the Board was asked to consider a capital expenditure for a new Toyota Highlander HYBRID from Oroville Ford in the amount of \$45,169.55. This vehicle will replace V190 which was destroyed in the Camp Fire on November 8, 2018. It was then moved by Member Kirk, seconded by Member Starkey, and passed unanimously to approve the capital expenditure for a new 2019 Toyota Highlander HYBRID from Oroville Ford in the amount of \$45,169.55.
- 7.3 Under item 7.3 of policy matters, the Board was asked to consider a new personnel policy, Policy #7062, Catastrophic Leave. After much discussion and some questions, the draft policy was amended. After several amendments it was then moved by Member Kirk, seconded by Member Mason, and passed unanimously to approve the amended personnel policy, Policy #7062.
8. Under topic of the month, the Board viewed a District generated video on ticks and Lyme disease.
9. After reviewing the demands made upon the District for the past month it was then moved by Member Vickery, seconded by Member Anderson, and passed unanimously to authorize checks numbered 44066 through 44157 be signed and distributed. Expenditures for the month totaled \$207,702.70.
10. No personnel items to report.
11. Under correspondence, the Board reviewed a letter and other correspondence from the Butte County Auditor and Administration.
12. Under other business, the District Manager reported that the District will be closed starting December 21 and will reopen on January 7, 2019. Some staff and management will be in and out to prepare for the Board meeting, payroll, W2's, and other necessary duties.
13. No persons wishing to address the Board pertaining to closed session matters.
14. Closed session matters (14.1)
  - 14.1 Under closed session matters, President Beck announced that the District was going into closed session for Labor Negotiations – CONFERENCE WITH LABOR NEGOTIATOR(s). Gov't. Code 54957.6. District Designated Representative(s): District Manager Ball. Labor negotiations involving unrepresented employees of the Butte County Mosquito and Vector Control District; Office Manager; Regional Supervisors; Pilot II; Entomologist II; Vector Ecologist / Fish Biologist; and Mosquito and Vector Control Specialists. The Board went off the record and in to close session at 7:20 PM, and returned from closed session and on the record at 7:24 PM. No action taken, nor needed, but direction and parameters were provided to the District Manager and President Beck authorized the District Manager to ratify the purposed MOU effective January 1, 2019.
15. President Beck announced adjournment at 7:25 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 6:30 PM on January 9, 2019, at the Chico Substation's Board Room at 444 Otterson Drive, Chico, CA 95928.

Approved as written at the Board of Trustees Meeting January 09, 2019.

Respectfully submitted,

A. Thomas Anderson,  
Secretary