

**Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held March 14, 2018**

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

**Members Excused:** Jack Bequette.

**Members Absent:** None.

**Also Present:** District Manager Matt Ball, Assistant Manager Doug Weseman, Office Manager Darlene Starkey, Regional Supervisor Aaron Lumsden, Vector Ecologist/Fish Biologist Chris Ocegueda, and Eric Lundberg.

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District held on March 14, 2018, at 444 Otterson Drive, Chico, CA 95928.
2. The March 14, 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. Seeing and hearing no persons wishing to address the Board on items not on the agenda, President Beck proceeded to request approval of the minutes.
4. After review it was then moved by Member Vickery, seconded by Member Johnson, and passed unanimously to approve the minutes of the Board of Trustees meeting held February 14, 2018, as written with Member Starkey abstaining due to his excused absence.
5. No closed session matters.
6. Newly appointed Board Member Susan Mason was introduced by President Beck.
7. Reports (7.1)
- 7.1 Under item 7.1 of reports, District Manager's Report, the District Manager reported that the District was closed on February 19, 2018, in observance of President's Day.

On February 20 and 27, 2018, and March 6 and 8, 2018, District staff attended a WebEx conference call and presentation with Leading Edge and Associates to discuss, plan, and review the District's MapVision 2.0 project.

On February 20, 2018, the District Manager attended the MVCAC Legislative Committee meeting (via conference call), to review this year's current legislative bills, review the Committee's charges for 2018, and to further discuss and plan Legislative Day. Also, on this date, the Assistant Manager attended the VCJPA Annual Conference in Santa Cruz, California. The Assistant Manager provided a verbal update.

On February 21, 2018, the District Manager met with the Board Ad Hoc Committee to discuss the OMAD service contract proposal and to provide guidance to the District Manager regarding costs for services rendered on the proposed contract.

On February 22, 2018, the District Manager attended the monthly Comanche Creek meeting with the Friends of Comanche Creek and representatives from the city of Chico. The group discussed current projects, the status of other projects, funding, donations, and planned for the future.

On February 27, 2018, the District Manager met with Nancy Vorhees of Clarke Mosquito Control Products to discuss products, prices, availability, and to forecast the District's needs for the upcoming season.

On February 28, 2018, the District completed the monthly staff meeting and all vehicle inspections. The District's Safety Committee also met on this date. Also, on this date, the District Manager met with Luke Niblack of Glenn County MVCD to discuss surveillance and control strategies for the area in and around Hamilton City. This is an annual coordination meeting where the previous season is reviewed and the upcoming season is planned. Member Anderson also attended this meeting.

On March 6, 2018, the District's Hazardous Waste Coordinator received notification from CalEPA that the District's annual submissions were accepted and approved by Butte County Environmental Health. The District's CUPA and CERS are up to date.

The District Manager reported that all affected property owners within DMAD's affected area, the approximately 15,000 acres of land the District is proposing to annex were sent a letter of information, a District information sheet, and a map of the affect area. The letter also invited the affected property owners to a "town hall" meeting at the District's Substation on March 27, 2018, at 6:00 PM.

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

8. Policy matters (8.1- 8.4)
  - 8.1 Under item 8.1 of policy matters, the Board was asked to consider a capital expenditure for improvements to the District's 4,000 gallon above ground storage tank and the 550 gallon above ground storage tank in the amount of \$6,138.00 from B.L. Griffin Co. It was then moved by Member Anderson, seconded by Member Schuster, and passed unanimously to approve the capital expenditure for the improvements to the District's 4,000 gallon and 550 gallon above ground storage tanks in the amount of \$6,138.00 from B.L. Griffin Co.
  - 8.2 Under item 8.2 of policy matters, the District Manager reported that per the conditions of the Employment Agreement between the District and District Manager, the manager must remind and request an annual performance evaluation. The employment agreement states, "3. *The Board shall, in April of each year of the Agreement term, meet and confer with the Manager on the issue of his job performance. The Board shall prepare a written evaluation of the Manager's performance, which shall be delivered to, and discussed with, the Manager.*" The Board and District Manager will meet in closed session at the April Board Meeting to discuss the evaluation. No action taken, nor needed.
  - 8.3 Under item 8.3 of policy matters, the District Manager reported that if the Board would like to extend the current employment agreement with the District Manager it should proceed with the consideration of a one-year contract extension to be held during the April Board meeting. Per the conditions of the Employment Agreement between the District and District Manager, the manager must request a one-year contract extension. The employment agreement states, "6. *Extension of Agreement: Upon written request by the Manager, made not less than 55 days prior to the completion of any year of the Agreement term (other than the final year), the parties shall, not less than 25 days prior to the completion of that year, meet and confer on the issue of whether the Agreement term should be extended for an additional year. In the case of a timely written request to meet and confer, the Board shall, not less than 15 days prior to the completion of the Agreement year, notify the Manager in writing whether it intends that the Agreement term be extended for an additional year. An agreement to extend shall be memorialized by written Amendment to Employment Agreement, signed by the parties.*" No action taken, nor needed.
  - 8.4 Under item 8.4 of policy matters, time was set aside to allow the Board of Trustees to complete the Form 700 Statement of Economic Interest as required by the Fair Political Practices Commission.
9. Under topic of the month, the District Manager provided a report on Cocobear.
10. After reviewing the demands made upon the District for the past month it was then moved by Member Sheppard, seconded by Member Anderson, and passed unanimously to authorize checks numbered 43018 and 43104 be signed and distributed. Expenditures for the month totaled \$167,865.56
11. Under personnel, Aaron Lumsden successfully completed the year-long probationary period for Regional Supervisor.
12. Under correspondence the Board reviewed a letter written by District Manager Matthew C. Ball to the Board of Trustees.
13. Under other business, the Board was asked their opinion regarding the District's public service announcement (PSA) that aired last mosquito season as well as the letter to the editor that recently was printed in the Chico ER. The Board directed the District Manager to continue to use last year's PSA and to not respond to the letter to the editor. The Board was displeased

that the District was not invited to the Durham town hall meeting. The District Manager reported that Chris Ocegueda's publishing in Wingbeats was the first time the District had appeared in Wingbeats and that other districts are already contacting Chris about advice on their aquaculture programs.

14. No persons wishing to address the Board pertaining to closed session matters.
15. No closed session items.
16. 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 April 11, 2018, at the Oroville Headquarters' Board Room at 5117 Larkin Road, Oroville, CA 95965-9250.

Approved as amended at the Board of Trustees meeting held April 11, 2018.

Respectfully submitted,

A. Thomas Anderson,  
Secretary