

**Regular Minutes of the Board of Trustees of the Butte County Mosquito and  
Vector Control District Meeting held April 11, 2018**

**Members Present:** Secretary A. Thomas Anderson, Gordon Andoe, President Dr. Albert Beck, Jack Bequette, Bruce Johnson, Vice President Dr. Larry Kirk, Susan Mason, 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, Office Manager Darlene Starkey, Mosquito and Vector Control Specialist Shane Cassity, and Eric Lundberg.

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District held on April 11, 2018, at 5117 Larkin Road, Oroville, CA 95965-9250.
2. The April 11, 2018, Butte County Mosquito and Vector Control District regular meeting of the Board of Trustees was called to order at 6:26 PM by President Beck.
3. The District Manager made an announcement that Member Bequette would be resigning following this Board meeting and thanked him for his seventeen years of service. Seeing and hearing no other 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 Schuster, and passed unanimously to approve the minutes of the Board of Trustees meeting held March 14, 2018, with a correction.
5. No closed session matters.
6. Reports (6.1 – 6.3)
- 6.1 Under item 6.1 of reports, District Manager's Report, the District Manager reported that on March 15, 2018, the District completed the monthly staff meeting and all vehicle inspections. The District's Safety Committee also met on this date.

On March 19, 2018, the District hosted the annual USFWS coordination meeting. Sutter-Yuba MVCD, Glenn County MVCD, Colusa MAD and 5 USFWS representatives all attended this meeting. At the meeting the MVCD's summarize mosquito surveillance and control on USFWS properties, review annual reports, and plan for the upcoming year.

On March 20, 2018, the District Manager met with and provided a tour of the District's headquarters to Member Mason. The District provided Member Mason with brochures, a BMP Manual, a Policy Manual, newsletters, last year's Annual Report, and an audit report.

On March 21, 2018, all licensed staff attended the Sac Valley Spring CE Session held in Yuba City. This CE Session was informative and educational. The CE Session also provided a lot of continuing education hours to licensed staff.

On March 22, March 27, April 3, and April 10, 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 March 22, 2018, Bill Reynolds of Leading Edge was in Oroville to attend the meeting. Also on this date 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 March 26, 2018, Jeff Carter, legal counsel for OMAD contacted the District. The contract may be completed and ratified soon.

On March 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. Droplet testing was also conducted on this day. All the District's foggers have been calibrated and droplet tested. This service was provided by Clarke free of charge. Also on this date, the District hosted a Town Hall meeting at the Chico Substation to explain to affected property owners why the District is seeking to annex 15,000 acres of rice land in DMAD's service area. Steve Lucas of Butte LAFCo attended and provided a detailed report on the status of the MSR/SOI, the LAFCo Commission's vision, and explained the annexation process. Two property owners attended and made comments. The District Manager reported on how the meeting went, informed the Board that the application has been filed, and the process will be protested. Eric Lunderg commented that he represents himself and not Lundberg Family Farms.

On March 29, 2018, the District was closed in observance of Cesar Chavez Day.

The District Manager reported that all invoices billed by the District for services in 2017 have been paid in full.

- 6.2 Under item 6.2 of reports, 2017/2018 Fiscal Budgets Reports, the District Manager reported on the 2017/2018 3<sup>rd</sup> quarter fiscal budgets. The District Manager reported that the District had expended 72.3% of Salaries and Wages, 84.4% of Services and Supplies, 200.3% of Capital Outlay, for an overall expended percentage of 82.4%. The District Manager then reviewed the revenues and the Hamilton City fiscal report and explained some expenditures.
- 6.3 Under item 6.3 of reports, the Assistant Manager reviewed the District's 2018 1<sup>st</sup> quarter newsletter. The Board was pleased with the newsletter.

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

7. Policy matters (7.1- 7.2)
  - 7.1 Under item 7.1 of policy matters, the Board was asked to review and consider the draft copies of the organic rice letter and Memorandum of Understanding (MOU), the aggressive mosquito control on lands in excess of three acres (new owner/manager) letter and MOU, the aggressive mosquito control on lands in excess of three acres (reminder) letter, and the post-harvest rice re-flooding letter. The Board was also asked to authorize the mailing of the aforementioned letters and MOUs when appropriate. It was then moved by Member Vickery, seconded by Member Anderson, and passed unanimously to approve the four letters and two MOUs and authorized staff to send when appropriate.
  - 7.2 Under item 7.2 of policy matters, the Board was asked to consider voting for a Special District Representative to serve on the Consolidated Redevelopment Agency Oversight Board for Butte County. It was then moved by Member Schuster, seconded by Member Sheppard, and passed unanimously to vote for Al McGreehan of Paradise Area Recreation and Park District for the position on the Consolidated Redevelopment Agency Oversight Board for Butte County.
8. Under topic of the month, the District Manager provided a report on *Bacillus sphaericus*.
9. After reviewing the demands made upon the District for the past month it was then moved by Member Anderson, seconded by Member Bequette, and passed unanimously to authorize checks numbered 43105 and 43187 be signed and distributed. Expenditures for the month totaled \$208,785.58.
10. Under personnel, Shane Cassity successfully completed the year-long probationary period for Mosquito and Vector Control Specialist.
11. Under correspondence the Board reviewed several letters.
12. No other business to report.
13. No persons wishing to address the Board pertaining to closed session matters.

14. Closed Session Matters (14.1-14.2)

- 14.1 Under closed session matters 14.1, President Beck announced closed session, Government Code 54957, for a conference with District Manager Ball for an annual public employee performance evaluation and went into closed session and off the record at 6:54 PM and returned on the record / back in session at 7:18 PM. President Beck announced that the Board had discussed the District Manager's performance and progress. The consensus of the Board was that the District Manager's performance was deemed to be exceeding expectations in all performance criteria. President Beck stated that a letter would be submitted to the District Manager for inclusion into the District Manager's personnel file. It was then moved by Member Vickery, seconded by Member Bequette, and passed unanimously to approve the District Manager's merit increase.
- 14.2 Under closed session matters, the Board of Trustees and District Manager agreed that there was no need to go into closed session for labor negotiations, Government Code 54957.6, employment agreement extension. Currently both parties are satisfied with the terms of the employment agreement. It was then moved by Member Bequette, seconded by Member Starkey, and passed unanimously to approve a one-year contract extension. President Beck announced that the contract extension revalidates the terms of the five-year contract and this approval will be executed by both parties. The executed amendment will be attached to the agreement and identified as Amendment #9.
15. President Beck announced adjournment at 7:19 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 6:30 PM on May 9, 2018, at the Chico Substation's Board Room at 444 Otterson Drive, Chico, CA 95928.

Approved as written at the Board of Trustees meeting held May 9, 2018.

Respectfully submitted,

A. Thomas Anderson,  
Secretary