

Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held July 10, 2024

Members Present: Assistant Secretary Bruce Johnson, Vice President Dr. Larry Kirk, Philip LaRocca, Steve Ostling, Secretary Melissa Schuster, Eric Smith, Carl Starkey, and President Bo Sheppard.

Members Excused: Darlene Fredericks and Andy Haymond.

Members Absent: None.

Also Present: District Manager Matt Ball, Assistant Manager Aaron Lumsden, Administrative Manager Maritza Sandoval, Entomologist Amanda Bradford, and Kyle Tankard of SCI.

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District held on July 10, 2024, at 444 Otterson Drive, Chico, CA 95928.
2. The July 10, 2024, Butte County Mosquito and Vector Control District regular meeting of the Board of Trustees was called to order at 4:00 PM by President Sheppard.
3. Seeing and hearing no persons wishing to address the Board on items not on the agenda, President Sheppard proceeded to request approval of the minutes.
4. After review, it was then moved by Member Johnson, seconded by Member Ostling, and passed unanimously with a vote of 8 ayes and 0 nays to approve the minutes of the Board of Trustees meeting held June 12, 2024, as written, with members Kirk, LaRocca, and Smith abstaining due to their absences.
5. No persons wishing to address the Board on closed session matters.
6. No closed session matters needing legal counsel.
7. Under item 7, at 4:02 PM President Sheppard opened the public hearing regarding Resolution No. 24-04, a Resolution of the Board of Trustees of the Butte County Mosquito and Vector Control District, a resolution approving the Engineer's Reports, confirming the assessment diagram and assessment, and ordering the levy of assessments for fiscal year 2024-2025 for the Mosquito, Vector and Disease Control Assessment. The District Manager and Kyle Tankard provided a report and explained the process of Proposition 218. After the public hearing was closed at 4:07 PM, it was then moved by Member Johnson, seconded by Member Kirk, and passed unanimously with a vote of 8 ayes and 0 nays to adopt Resolution No. 24-04 a Resolution of the Board of Trustees of the Butte County Mosquito and Vector Control District approving the Engineer's report, confirming diagram and assessment, and ordering levy of the Mosquito, Vector and Disease Control Assessment for fiscal year 2024-2025.
8. Reports (8.1 – 8.4)
 - 8.1 Under item 8.1 of reports, District Manager's Report, the District Manager reported that on June 13, 2024, the District completed the monthly management meeting, staff meeting, and all vehicle inspections. The District's Safety Committee held their monthly meeting as well as management.

On June 17, 2024, District management attended the monthly West Nile Virus Task Force Meeting with Butte County Department of Public Health. The monthly meeting discusses mosquito abundance surveillance, mosquito-borne disease surveillance, mosquito surveillance, and public education and outreach efforts.

On June 19, 2024, District management attended a webinar to review and discuss SB 553, Workplace Violence Prevention Program(s). The webinar was extremely informative and educational. The District is compliant with the new law.

On June 21, 2024, the District Manager attended the biweekly Legislative Regulatory Committee call. MVCAC lobbyists and committee members reviewed legislation and current regulatory issues throughout the state.

On June 25, 2024, District management and administrative staff attended a weekly meeting with Leading Edge and Associates to review the status of MapVision 3.0 and to discuss the needs still needing to be completed on the project. District management also attended this same meeting on July 9.

On June 26, 2024, the Administrative Manager made an advanced discretionary payment to CalPERS towards the District's unfunded liability as budgeted.

The District was closed on July 4, 2024, in observance of Independence Day.

On July 9, 2024, District management attended the Sac Valley Region meeting. The Regional meeting reviews MVCAC Board action items, business of the MVCAC, receive reports from MVCAC committees, reports from CDPH, vendors, and attending districts.

- 8.2 Under item 8.2 of reports, the Assistant Manager reported that the District's New Jersey light traps have continued catching mosquitoes. *Culex pipiens* populations are much higher than the previous year. *Culex tarsalis* populations are much lower than this time last year. Most mosquito species populations have increased over the past month. Sentinel chickens sera samples are continuing to be taken biweekly. CO2 trapping has continued and traps are being deployed routinely. Mosquito pools are being submitted for mosquito-borne disease. As of July 2nd, 90 pools have been submitted; with none of the pools being positive. Also, *Aedes aegypti* has been detected a total of 14 times in Chico, 19 times in Oroville, and 1 time in Hamilton City.

As of July 2nd, West Nile Virus (WNV) activity has not been detected within the District's service area. WNV has been identified in 203 mosquito pools, and 61 dead bird in California to date.

The District's four indoor fish tanks are still offline, undergoing annual maintenance. The District's outdoor fish ponds are continuing to produce high amounts of fish.

Mosquito and Vector Control Specialists (Specialists) have continued with mosquito surveillance and treatments in rock pits, dredger pits, flood water areas, agricultural, ditches, drains and urban sources. Service requests for inspections, fish, and treatments have increased over the past month, with 341 requests taken in the month of June. The District has also commenced night-time ground adulticiding operations on a regular basis.

As of July 2nd, the District has treated 3,319 acres of wetlands; compared to 3,905 acres at this time last year. The District has treated 4,149 acres of rice this year, compared to 18,712 acres at this time last year. The District has made 0 ULV adulticide treatments thus far, compared to 5 ULV adulticide treatments at this time last year.

The Public Relations (PR) Department is reviewing and updating (if needed) the District's website, brochures, photo and video files, and other informational documents. The District public service announcements continue to run on newspapers, radio, television, and digital advertising.

- 8.3 Under item 8.3 of reports, 2023/2024 4th Quarter Fiscal Reports, the Administrative Manager reported that salaries and benefits category is 97.6% expended, services and supplies category is 98.8% expended, capital outlay category is 98.6% expended. It was then stated that overall expenditures are currently at 98.1% expended and current revenues are at 116.4% received.

- 8.4 Under item 8.4 of reports, 2nd Quarter Newsletter, the Assistant Manager reviewed the 2nd Quarter Newsletter with the Board.

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

9. Policy matters (9.1 – 9.11)

- 9.1 Under item 9.1 of policy matters, the Board was asked to consider adopting the 2024/2025 fiscal budgets as final as well as Resolution No. 24-05. The District Manager and Administrative Manager reviewed and explained the budgets and reported the proposed changes made to the preliminary budgets. A typo was discovered, and it was then moved by Member Kirk, seconded by Member LaRocca, and passed unanimously with a vote of 8 ayes and 0 nays to approve and adopt Resolution No. 24-05 and the 2024/2025 fiscal budgets as final as amended at the Board meeting.
- 9.2 Under item 9.2 of policy matters, the Board was asked to consider renewing membership with the AMCA. The District Manager informed the Board of the benefits of belonging to the association. The cost for a sustaining membership is \$2,700.00. It was then moved by Member LaRocca, seconded by Member Schuster, and passed unanimously with a vote of 8 ayes and 0 nays to renew membership with the AMCA in the amount of \$2,700.00.
- 9.3 Under item 9.3 of policy matters, per the direction of the Board at the June 12, 2024, Regular Meeting of the Board of Trustees, the Board was asked to consider adopting Resolution No. 24-06, Appreciation for Meritorious Service to the District Employees of the Butte County Mosquito and Vector Control District's Safety Committee. It was then moved by Member Schuster, seconded by Member Ostling and passed unanimously with a vote of 8 ayes and 0 nays to approve and adopt Resolution No. 24-06.

- 9.4 Under item 9.4 of policy matters, the Board was asked to consider approving a transfer of \$33,500.00 from Accumulated Capital Outlay Reserve to Capital Outlay- Buildings and Improvements budget to cover the progress payments made throughout the fiscal year for the new 2,500 gallon above ground storage tank approved by the Board during the April 12, 2023, Board of Trustees meeting. It was then moved by Member Schuster, seconded by Member Starkey, and passed unanimously with a vote of 8 ayes and 0 nays to approve the transfer of \$33,500.00 from Accumulated Capital Outlay Reserve to Capital Outlay- Buildings.
- 9.5 Under item 9.5 of policy matters, the Board was asked to consider a capital expenditure for a Falcon 9" Satloc Pro System for the District's aircraft. The District Manager reported that this expenditure had been budgeted for. It was then moved by Member Johnson, seconded by Member Ostling, and approved unanimously with a vote of 8 ayes and 0 nays to approve the capital expenditure for a Falcon 9" Satloc Pro System.
- 9.6 Under item 9.6 of policy matters, the Board was asked to consider a capital expenditure for the rebuild of the District's R-985-AN14B aircraft engine. The Board originally approved a quote of \$22,900.00 plus tax and fees at the November 9, 2022, Board meeting. The engine has finally been diagnosed and the quote for all the work that needs to be completed is \$25,000.00 plus freight, taxes, and applicable fees. It was then moved by President Sheppard, seconded by Member Smith and approved unanimously with a vote of 8 ayes and 0 nays to approve the capital expenditure for the rebuild of the District's R-985-AN14B aircraft engine in the amount of \$25,000.00, plus an additional 20% to cover any unanticipated and unforeseen costs, plus any applicable fees (taxes, customs, freight, shipping, etc.).
- 9.7 Under item 9.7 of policy matters, the Board was asked to declare various items on the District's asset list surplus to need and authorize the pieces to be disposed of. It was then moved by Member LaRocca, seconded by Member Schuster, and passed unanimously with a vote of 8 ayes and 0 nays to declare the various items surplus to need as presented to the Board.
- 9.8 Under item 9.8 of policy matters, the Board was asked to consider adopting Operations Policies, Policy 3027, Fund Balance. This policy is to create enhanced transparency and is a new requirement for the District's Certificate of Transparency. It was then moved by Member Starkey, seconded by Member Kirk, and passed unanimously with a vote of 8 ayes and 0 nays to adopt Operations Policies, Policy 3027, Fund Balance.
- 9.9 Under item 9.9 of policy matters, the Board was asked to consider amendment(s) to Personnel Policies, Policy 7120, Expenses, Travel Costs, Education Costs, and Certification Costs. The amendment to this policy is to be in accordance with Government Code 53065.5. It was then moved by Member Schuster, seconded by Member Ostling, and passed unanimously with a vote of 8 ayes and 0 nays to approve the amendment(s) to Personnel Policies, Policy 7120, Expenses, Travel Costs, Education Costs, and Certification Costs.
- 9.10 Under item 9.10 of policy matters, the Board was asked to consider amendments to General Policies, Policy 3025, Budget Preparation. It was the moved by Member Ostling, seconded by Member Johnson, and passed unanimously with a vote of 8 ayes and 0 nays to approve the amendments to General Policies, Policy 3025, Budget Preparation.
- 9.11 Under item 9.11 of policy matters, the Board was asked to consider amendments to Operations Policies, Policy 3035, Fixed Asset Capitalization. It was then moved by Member Schuster, seconded by Member Kirk, and passed unanimously with a vote of 8 ayes and 0 nays to approve the amendments to Operations Policies, Policy 3035, Fixed Asset Capitalization.
10. Under topic of the month, the District's Entomologist gave a presentation on biology of *Culex tarsalis*.
11. After reviewing the demands made upon the District for the past month, it was then moved by Member Starkey, seconded by Member Johnson, and passed unanimously with a vote of 8 ayes 0 nays to authorize checks numbered 54035 through 54190 be signed and distributed. Expenditures for the month totaled \$734,923.82.
12. No items of personnel to report.
13. No items of correspondence to report.
13. Under other business to report, President Sheppard queried the Board if they would like to personally donate funds to a memorial tree for past President, Dr. Albert Beck.
14. No persons wishing to address the Board pertaining to closed session matters.
15. No closed session matters warranting legal counsel.

16. President Sheppard announced adjournment at 4:55 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on August 14, 2024, at the Chico Substation's Board Room at 444 Otterson Drive, Chico, CA 95928.

Respectfully submitted,

Melissa Schuster,
Secretary