

Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held March 11, 2020

Members Present: Gordon Andoe, President Dr. Albert Beck, Michael Barth, Bruce Johnson, Vice President Dr. Larry Kirk, Philip LaRocca, Steve Ostling, Assistant Secretary Schuster, Secretary Bo Sheppard, and Member Starkey.

Members Excused: None.

Members Absent: None.

Also Present: District Manager Matt Ball, Assistant Manager Doug Weseman, Office Manager Maritza Sandoval, Vector Ecologist/Fish Biologist Amanda Bradford, and Darlene Starkey.

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District held on March 11, 2020, at 444 Otterson Drive, Chico, CA 95928.
2. The March 11, 2020, Butte County Mosquito and Vector Control District regular meeting of the Board of Trustees was called to order at 4:00 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 Kirk, seconded by Member Sheppard, and passed unanimously to approve the minutes of the Board of Trustees meeting held February 12, 2020, as written, with Member Schuster and Starkey abstaining due to their excused absences.
5. No persons wishing to address the Board on closed session matters.
6. No closed session matters.
7. Board Member of the month: Member Andoe: Member Andoe provided a verbal background of his public service and how he came to be a member of the Board.
8. Reports (8.1)
- 8.1 Under item 8.1 of reports, District Manager's Report, the District Manager reported that the District was closed on February 13, 2020, in observance of Lincoln's Birthday and February 17, 2020, in observance of President's Day.

On February 19, 2020, the District Manager met with the managers of Sutter – Yuba MVCD and Colusa MAD to discuss the upcoming season, plan aerial operations, discuss employer/employee relations, and public relation and outreach projects.

On February 20, 2020, the District satisfied the requirements of the District's NPDES permit by submitting the District's NPDES Annual Report.

On February 25, 2020, 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 all District staff attended a presentation by a representative from AFLAC to discuss gap medical coverages.

On February 27, 2020, the District Manager and Office Manager attended the VCJPA Annual Conference. The conference was educational, informative, and as always, well worth attending. The VCJPA will be considering switching the vehicle liability pool from "cash value" for loss and totaled vehicles to "replacement value."

On March 2, 2020, the District Manager attended the Sac Valley Region meeting via conference call. The region discussed the upcoming MVCAC Board meeting action items, contract renewal possibilities with AMG/KP, received reports from MVCAC committees, industry, and member districts. Also, on this date, District Administrative staff met to discuss Mapvision procedures and to review the new time keeper system. The District Manager also attended the MVCAC Board meeting via web conferencing. The MVCAC budget was passed during the action items.

On March 3, 2020, District management interviewed an applicant for the open Mosquito and Vector Control Specialist position.

On March 4, 2020, District management interviewed an applicant for the open Mosquito and Vector Control Specialist position. Also, on this date the District Manager and Office Manager met the new Field Coordinator for Northern California network of the CA Special Districts Association.

On March 5, 2020, the District Manager attended the Comanche Creek monthly meeting. The meeting reviewed topics of Phase II, reviewed current and future projects, and highlighted some of the current events.

On March 11, 2020, the District Manager met with Action News to provide a new and updated voiceover for the District's "NEW" public service announcement that will air May through the end of September.

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

9. Policy matters (9.1 – 9.4)

- 9.1 Under item 9.1 of policy matters, the Board was asked to consider a service agreement between Ron O'Hanlon and Associates and the District for aerial surveillance of potential mosquito-breeding sources throughout the District's service area. The District Manager reported that the Butte County Sheriff's Department was allowing the District to use a BCSO pilot as well as their helicopters. It was then moved by Member Sheppard, seconded by Member Johnson, and passed unanimously to approve the service agreement between Ron O'Hanlon and Associates and the District not to exceed \$16,000.00.
- 9.2 Under item 9.2 of policy matters, the Board was asked to consider a special service agreement between M&I Technology and Consulting and the District to create and deploy a new and updated District website in the amount of \$15,840.00 and a monthly host provider in the amount of \$15.00. District management explained the need and timing for the new website and reminded the Board of the issues with the current website. The District Manager also stated that this project was not budgeted for and if approved the Board may need to transfer reserve allocations to cover the cost. After a discussion and answering questions, it was then moved by Member Barth, seconded by Member Johnson and passed unanimously to approve the special service agreement with Member LaRocca abstaining due to a conflict of interest.
- 9.3 Under item 9.3 of policy matters, per the conditions of the Employment Agreement between the District and District Manager, the manager must remind and request an annual performance evaluation. The Board and District Manager will meet in closed session at April's Board Meeting to discuss the evaluation.
- 9.4 Under item 9.4 of policy matters, the Board was asked to consider if it would like to extend the current employment agreement with the District Manager. Should the Board want to proceed, the consideration for a one-year contract extension will 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.
10. Under topic of the month, the District's Vector Ecologist/Fish Biologist reviewed a brochure of the traps used for mosquito surveillance at the District.
11. After reviewing the demands made upon the District for the past month it was then moved by Member Sheppard, seconded by Member Starkey, and passed unanimously to authorize checks numbered 47480 through 47580 be signed and distributed. Expenditures for the month totaled \$174,910.90.
11. No personnel items to report.
12. Under correspondence the Board will review a letter written by District Manager Matthew C. Ball to the Board of Trustees.
13. No other business to report.
14. No closed session matters.
15. President Beck announced adjournment at 5:15 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on April 8, 2020, at the Oroville Headquarters Board Room at 5117 Larkin Road, Oroville, CA 95965-9250.

Respectfully submitted,

James Bo Sheppard,
Secretary