

Churchill County Mosquito, Vector and Noxious Weed Abatement District  
Board of Trustees  
Churchill County, Nevada  
7400 Reno Highway  
Fallon, NV 89406  
Meeting February 10, 2022  
OPEN MEETING SESSION

**1. Call to Order**

Chairwoman, Christy Lattin called the meeting to order at 5:30 PM.

**BOARD OF TRUSTEES**

Chairwoman, Christy Lattin  
Vice Chairman, Michael Spencer  
Trustee, Marion Jonte, Jr  
Trustee, Tom Hutchings  
Trustee, Cynthia McGarrah

Legal Counsel, Ben Shawcroft  
District Manager, Nancy Upham  
Assistant Manager, JD MacKay  
Board Secretary, Melania Sagi

**Public Present**

None

**2. Pledge of Allegiance:**

All stood for the Pledge of Allegiance.

**3. Public Comment:**

None

**4. Review and Adoption of the Agenda:**

District Manager, Nancy Upham requested the agenda be accepted as published. Trustee, Marion Jonte made a motion to adopt the agenda as published. Vice Chairman, Michael Spencer seconded the motion and it passed unanimously.

**5. Discussion and Approval of Minutes:**

Mr. Spencer made a motion to accept the minutes from January 13<sup>th</sup>, 2022. Mr. Jonte seconded the motion and it passed unanimously.

**6. Certificate of Posting:**

Ms. Upham stated the agenda was posted in accordance with NRS.

**7. Correspondence:**

1. 12-13-2021 Phyllis Dowd—Pay increase by \$50. Ms. Upham explained that she felt this did not need to be agendaized as it was such a small increase. Ms. Dowd has more than proved her competency and Management is very happy with her work.
2. 01-04-2022 Dave Mendiola—Questions regarding Humboldt County Contract. Mr. Mendiola reached out to the District for insight into our Mosquito Abatement program. He will be comparing the cost of operating their own program versus contracting the work out. Management has been maintaining correspondence with him to answer any of his questions.
3. 01-07-2022 Ralph Handel—Notice of intent to negotiate a successor Agreement. Mr. Handel included several requests with his intent. Management, with assistance from Ms. Dowd, was able to answer his inquiries within the given timeframe.
4. 01-11-2022 SPR—Annual Worker Compensation Payroll Audit. This is a yearly payroll audit typically contracted through POOL/PACT.
5. 01-12-2022 Dave Patterson—Target Specialty Products' Reno Workshop 2022. These workshops are productive, especially if the technicians need CEU's.
6. 01-24-2022 Holland & Hart—Fee Increase. Ms. Upham will continue to try and be as efficient as possible when interacting with the District's legal representative to help limit to costs.
7. 01-25-2022 Department of Taxation—Tax rate increase. Notice of County property tax increase.
8. 01-25-2022 Georgia Vasey—Carson City, Question regarding public education outreach. Ms. Vasey is interested in instituting a similar weed education program in Carson City as the District's. She was reaching out for information on the program.

**8. Appointment:**

None

**9. Old Business:**

None

**10. New Business:**

1. \*Closed Session Pursuant to NRS 288.220\* Discussion of negotiations. Ms. Lattin made a motion to move the meeting into a closed session. Mr. Spencer seconded the motion and it passed unanimously. Ms. Lattin brought the session back into an open meeting session.
2. Discussion of potential electrical upgrades to the facility yard. The facility lights that illuminate the yard only work by turning them on and off at the breaker. They should be wired to a timer and photocell however, after having a professional investigate it was discovered that they are not. Administrative Assistant, Melania Sagi, is working on getting estimates to permanently fixing the issue. This topic will be tabled until the estimates can be presented.

3. Discussion and possible action regarding aerial contract with Frey Spray for aerial application costs of \$780 per hour. The cost is the same as last year. Mr. Jonte made a motion to enter a one (1) year contract with Frey Spray for \$780 and hour. Mr. Spencer seconded the motion and it passed unanimously.
4. Discussion and possible action regarding District adoption of Churchill County's policy regarding retirement incentive and separation incentive plans. Legal Counsel, Ben Shawcroft, stated that the County utilized a waiver in tandem with their early retirement incentive policy. The Board requested that this topic be tabled until the waiver can be analyzed.
5. Discussion and possible action regarding 2021 Annual Report. Ms. Upham went into detail explaining the information included in the attached 2021 Annual Report. Mr. Jonte asked for an update on the roof repair. During the December storm the same repaired spot leaked, and 3 other leaks were discovered. Ms. Sagi let Mr. Jonte know that the roof repair company did come back out and fix the spot they had worked on before.

Mr. Jonte asked for information on the IT service and equipment update. Ms. Upham responded that the service was working better than expected. She let the Board know that the program for the technicians was still being developed and she hoped to have it in place before the technicians returned to work.

Mr. Jonte asked if Churchill County had Eastern or Western Equine Encephalitis. Ms. Upham answered that there is the potential for Western Equine Encephalitis but not Eastern or, at least, it has not been seen in the area since she has been here. Western Equine Encephalitis, St. Louis Encephalitis, and West Nile Virus are what the chicken blood gets tested for.

#### **11. District Manager's Report and Operations Review:**

#### **12. Board Member's Reports:**

Ms. Lattin updated the Board that there will be two open seats in the next election. She requested Ms. Sagi to make a post and get the word out so that interested parties could make their intentions known to the voters.

#### **13. Any Request for Future Agenda Items:**

None

#### **14. Expenditures:**

January 2022 Expenditures  
Payroll: \$22,535.28  
Expenses: \$131,993.55  
Total Overall: \$154,528.83

Mr. Spencer made a motion to accept the January 2022 expenditures. Ms. McGarrah seconded the motion and it passed unanimously.

**15. Public Comment:**

None

**16. Adjournment:**

Ms. Lattin called the meeting to a close at 6:25 PM.

  
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SIGNATURE: Chairwoman or Vice Chairman

6-24-2022  
DATE: