

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

1. Call to Order

Vice Chairman, Michael Spencer called the meeting to order at 5:30 PM.

BOARD OF TRUSTEES

Vice Chairman, Michael Spencer,
Trustee, Marion Jonte, Jr.
Trustee, Tom Hutchings

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, request the agenda be accepted as published. Trustee, Marion Jonte made a motion to accept the agenda. Trustee, Tom Hutchings seconded the motion and it passed unanimously.

5. Discussion and Approval of Minutes from February 10, 2022:

Mr. Jonte made a motion to approve the minutes from February 10th, 2022. Mr. Hutchings seconded the motion and it passed unanimously.

6. Certificate of Posting:

Ms. Upham stated the agenda was posted according to NRS.

7. Correspondence:

- 02/01/2022 Ralph Handel—Receipt of response from District Manager. Mr. Handel requested the cost breakdown of laying off the technicians during

the off season. Ms. Upham provided all the requested information as soon as it was available.

2. 02/09/2022 NWMA—February NWMA meeting. The Nevada Weed Management Association is attempting to connect all the weed entities in the state. This will help create a cohesive approach and allow for better sharing of information.
3. 02/11/2022 Shelby Fleshood—Public Records Request. This gets done yearly. It allows public transparency of our employee's compensation.
4. 2/28/2022 NV PERS—2022 Liaison Officer Conferences. Ms. Upham will attend virtually and update the Board following the conference.

8. Appointment:

None

9. Old Business:

None

10. New Business:

1. Discussion of potential electrical upgrades to the facility yard. This topic was tabled until the next Board meeting.
2. Discussion and possible action regarding District adoption of Churchill County's policy regarding retirement incentive and separation incentive plans. This plan would allow the District to offer early retirement to employees in the event that their continued employment would be a greater cost than hiring someone less experienced. If an employee, at the top of their pay grade, only has a couple more years until retirement it may make financial sense to offer early retirement and hire a qualified person at a lower pay grade. Mr. Spencer made a motion to adopt the County's policy regarding retirement and separation incentive plans. Mr. Hutchings seconded the motion and it passed unanimously.
3. Discussion and possible action regarding District Manager, Nancy Upham's evaluation. Legal Counsel, Ben Shawcroft gave a brief compilation of Ms. Upham evaluation. Ms. Upham received an overall performance of 4.6 which makes her eligible for a merit increase.

11. District Manager's Report and Operations Review:

Ms. Upham and Assistant Manager, JD MacKay successfully hired four (4) seasonal employees out of 12 eligible applicants. The District will not be focusing on pre-emergent since the ground has been so dry. Mr. MacKay has built a rapport with TCID and the District will now able to plan ahead with updated information from them.

12. Board Member's Reports:

13. Any Request for Future Agenda Items:

- Ms. Upham's merit increase
- Decision on an electrical company

- An estimate for how soon the District can begin using the drone.

14. Expenditures:

February 2022 Expenditures:

Payroll:	\$21,874.79
Expenses:	\$109,368.25
Overall:	\$131,243.04


Mr. Jonte made a motion to accept the expenditures from February 2022. Mr. Spencer seconded the motion and it passed unanimously.

15. Public Comment:

None

16. Adjournment:

Mr. Spencer called the meeting to a close at 6:10 PM.



SIGNATURE: Chairwoman or Vice Chairman

6-24-2022
DATE: