

**CHURCHILL COUNTY MOSQUITO, VECTOR & NOXIOUS WEED ABATEMENT DISTRICT  
BOARD OF TRUSTEES  
CHURCHILL COUNTY, NEVADA  
7400 Reno Highway  
Fallon, Nevada 89406  
(775) 423 – 2828  
Fax: (775) 428 – 2829  
E-mail: [servicerequest@ccmosquito.org](mailto:servicerequest@ccmosquito.org)  
Website: [ccmosquito.org](http://ccmosquito.org)**

**\*\*\*NOTICE OF PUBLIC MEETING\*\*\***

*Please Post*

**PLACE OF MEETING:** Churchill County Administration Complex, Room 102  
155 North Taylor, Fallon, Nevada  
**DATE:** Thursday the 30<sup>th</sup> day of March 2023  
**TIME:** 5:30 P.M.  
**TYPE OF MEETING:** Special Emergency Purchase meeting

Notes:

1. This meeting is subject to all provisions of Nevada Open Meeting Law (NRS Chapter 241). Except as otherwise provided for by law, this meeting is open and public.
2. Action will be taken on all agenda items unless otherwise noted.
3. The agenda is a tentative schedule. The Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees may act upon the people's business in the most efficient manner possible.
4. In the interest of time, the Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees reserves the right to impose uniform time limits upon matters devoted to public comment.
5. Any statement made by a member of the Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustee during the public meeting is absolutely privileged.

**Agenda:**

1. **Call to Order.**
2. **Pledge of Allegiance.**
3. **Public Comment.**
4. **Review and Adoption of Agenda.**
5. **Discussion and Approval of Minutes from March 9<sup>th</sup>, 2023.**
6. **Certificate of Posting.**
7. **Correspondence.**
8. **Appointments.**

**9. Old Business.**

1. Discussion and possible action regarding the purchase of a Backwater Performance 14-7.5 foot Airboat and trailer from Backwater Performance LLC for \$55,000.00. This airboat is a necessity and a necessary piece of equipment to be utilized in response to planned mosquito abatement treatments during a flood emergency such as this year's potential flood status.

**10. New Business.**

1. Discussion of updates from the weekly meeting addressing the current status of the snowpack and flood potential for Churchill County. These meetings are on Thursday mornings and are intended to cover any updates relevant to the emergency declaration regarding potential flood issues from County Commissioners approved on March 2<sup>nd</sup>, 2023, and planning for such an event.

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

**12. Board Members' Report.**

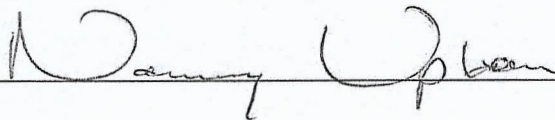
**13. Any Requests for Future Agenda Items.**

**14. Expenditures.**

**15. Public Comment.**

**16. Adjournment.**

*I, Nancy Upham, on behalf of the Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees, do hereby certify that I posted, or caused to be posted, a copy of this notice of public meeting, at approximately 9 AM on the 27<sup>rd</sup> day of March 2023, at the following location:*

  
\_\_\_\_\_

1. District Office | 7400 Reno Highway, Fallon, Nevada
2. Churchill County Law Enforcement Facility, 73 N. Maine St. Fallon, Nevada
3. Churchill County Administrative Office Complex, 155 N. Taylor St. Fallon, Nevada
4. Churchill County Website @ <https://churchillcounty.org>
5. The State of Nevada Website @ <https://notice.nv.gov/>

**Disclosures:**

- \* Churchill County Mosquito, Vector, and Noxious Weed Abatement District is an equal opportunity provider and employer.
- \* Any witness who is testifying before a public body is absolutely privileged to publish defamatory matters as a part of the public meeting, except that it is unlawful to misrepresent any fact when testifying.
- \* The contact person for the information is District Manager, Nancy Upham at (775) 423-2828.



**Accommodations:**

Churchill County Mosquito, Vector, and Noxious Weed Abatement District will make all reasonable efforts to assist and accommodate physically handicapped persons desiring to attend. Persons who are disabled and require special assistance may contact the Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees in writing at 7400 Reno Highway, Fallon, Nevada 89406, or by calling (775) 423-2828.

**Procedures:**

- \* The public meeting may be conducted according to the rules of parliamentary procedure.
- \* Matters set upon the "consent agenda" may be discussed and considered as part of new business as necessary.
- \* Persons providing public comment will be asked to state their name for the record.
- \* Persons providing testimony during a public hearing will be sworn as witnesses.
- \* The Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees reserves the right to restrict participation by persons in the public meeting where the conduct of such persons is willfully disruptive to the people's business.
- \* Appointments need to be made to the District Manager at least four (4) working days before the meeting date.
- \* If desired, the public is allowed to speak for a three-minutes maximum after each action item.
- \* Items on the agenda may be taken out of order.
- \* The public body may combine two or more agenda items for consideration.
- \* The public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

**Public Records:**

- \* An audio tape recording of this meeting will be made and preserved for a period of one (1) year.
- \* Copies of supporting materials provided to the Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees are available upon request.

Churchill County Mosquito, Vector, and Noxious Weed Abatement District  
Board of Trustees  
Churchill County, Nevada  
7400 Reno Highway  
Fallon, NV 89406  
Meeting March 9<sup>th</sup>, 2023  
OPEN MEETING SESSION

**1. Call to Order**

Chairwoman, Cynthia McGarrah called the meeting to order at 5:30 PM.

**BOARD OF TRUSTEES**

Chairwoman, Cynthia McGarrah  
Vice Chairman, Marion Jonte  
Trustee, Richard Grondin  
Trustee, Barry Stewart  
Trustee, Kim Turner

Legal Counsel, Joseph Sanford  
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 asked that the agenda be adopted as is. Trustee, Barry Stewart made a motion to adopt the agenda as is. Trustee, Richard Grondin seconded the motion and it passed unanimously.

**5. Discussion and Approval of Minutes from February 9<sup>th</sup>, 2023:**

Vice Chairman, Marion Jonte made a motion to approve the minutes from February 9<sup>th</sup>, 2023. Mr. Stewart seconded the motion it passed unanimously.

**6. Certificate of Posting:**

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



**7. Correspondence:**

None

**8. Appointment:**

None

**9. Old Business:**

1. Discussion and possible action regarding confirmation of the appointment of Kim Turner to the vacant four (4) year Board of Trustees position. Legal Counsel, Joe Sanford explained that since Mr. Jonte was related to Ms. Turner he would need to abstain from the vote for clarity since the last vote could not be verified. Mr. Grondin made a motion to appoint Kim Turner to the vacant four (4) year Board of Trustee position. Mr. Stewart seconded the motion, and with Mr. Jonte abstaining from the vote, the remaining three Board Members unanimously voted in favor of the appointment.
2. Discussion regarding the ongoing evaluation of the District Manager, Nancy Upham. Mr. Sanford explained that he had only received 3 evaluations. If the new Board members were uncomfortable with assigning a score, they were welcome to add expectations for Ms. Upham moving forward in the comment sections. Mr. Sanford stated that he would proceed with whatever evaluations he received at the next meeting.

**10. New Business:**

1. Discussion regarding the emergency declaration regarding potential flood issues from County Commissioners on March 2<sup>nd</sup>, 2023. In an effort to prevent floods this summer, Churchill County signed an emergency declaration to release some of the water from Lahontan Reservoir. Mr. Sanford explained that the reservoir was currently at about half capacity but with the expected rains from the remaining winter season, it would be too much. Assistant Manager, JD MacKay elaborated that this was not counting the inevitable snow melt that is the second-highest snowpack ever recorded.  
  
Mr. Jonte asked if there were available FEMA funds. Mr. Sanford said that, yes, the County was applying for the funds but there had to be clear justification and proof of how it was applied to qualify. Mr. Jonte asked if the District would be able to apply. Ms. Upham said she would try as mosquitoes pose a very serious threat to the public. However, in some flooding situations, the water moves through quickly enough that it actually helps to mitigate the problem. She agreed that it is worth looking into.  
  
Mr. Stewart asked how the water will be distributed. Mr. MacKay responded that the water will flow from the reservoir down the southwest side of town across the highway to the southeast of town into Carson Lake and from there it goes to the Stillwater Refuge in the northeast.  
  
Mr. MacKay stated that it will all come down to how quickly the snowpack melts. Flooding can be controlled and managed if it is a slow melt. The

actions that the County is taking will help prevent the risk of flooding in the event of a quick melt.

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

Ms. Upham told the Board that five (5) technicians have been hired and trained in February. Four of them were able to attend the Mosquito Conference at the beginning of March. Most of February was spent planning for the potential flooding.

Ms. Upham stated that there may be a need for another meeting at the end of March to discuss the District's equipment needs in light of the flooding risk. Board approval is needed for any purchase greater than \$5,000.00. The Board agreed to the last Thursday, March 30<sup>th</sup>.

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

Mr. Grondin investigated dry ice makers for the District facility. He was able to find that one of the District's existing vendors sells liquid CO<sub>2</sub> cylinders. Mr. MacKay agreed that given the cost and frequency of the District's needs and purchases in the past, owning a dry ice maker makes fiscal sense. Ms. Upham will look into pricing and Mr. MacKay will look into weight and production values.

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

-Mr. Jonte requested a solution for reaching Management during business hours as, at times, it has been challenging to get a hold of them.

**14. Expenditures:**

February 2023 Expenditures:

Payroll:	\$21,807.11
Expenses:	\$ 5,096.63
Total:	\$26,903.74

Mr. Jonte made a motion to approve the expenditures from February 2023. Mr. Grondin seconded the motion and it passed unanimously.

**15. Public Comment:**

None

**16. Adjournment:**

Ms. McGarrah called the meeting to a close at 6:29 PM.



---

SIGNATURE:

Chairwoman or Vice Chairman

---

DATE:

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT  
DISTRICT

To: The Board of Trustees  
From: Nancy Upham, District Manager  
JD MacKay, Assistant Manager  
Date: March 28, 2023  
Re: Discussion and possible action regarding the purchase of a new Backwater Performance 14-7.5 foot Airboat and trailer from Backwater Performance LLC for \$55,000.00. This airboat is a necessity and a necessary piece of equipment to be utilized in response to planned mosquito abatement treatments during a flood emergency such as this year's potential flood status.

---

I realize the run-on sentence using the words "necessity" and "necessary piece of equipment" but feel very strongly that we do not currently have the right equipment to efficiently handle mosquito abatement treatments this season. We normally can use quadrunners and ARGOS to maneuver in and through swampy areas. Larger areas of deeper water would not work with the quadrunners or the backpack granular throwers as the staff would need to be walking the bank of the water body which is limiting in the amount of area breeding mosquito larvae.

For that reason, I began looking for used airboats to help alleviate the problem of extensive areas of water and inefficient ground treatment. This airboat is from a company in Orem, Utah and is the closest option and quite frankly only option that I could find. This is a new airboat with a very reliable engine made with an airplane propeller. The boat itself is able to work through water and can also be driven over land as the hull has a polymer base to it with bracing. This is not your average airboat and was specially constructed to drive through water and ice. I feel that this airboat would be an asset to the District for years to come but especially this year as we are all going to need every piece of equipment working in the most efficient way possible. This will be used in the floodwater for applications and ferrying staff from location to location. This will be used in duck clubs for treatment and can be used if future years in the v-line channel and the new v-line channel currently in the process of being constructed for mosquito and weed control. This was one of the original locations that we wanted to use the drone to treat. We found that the drone would not be able to treat larger areas in the way that we had hoped. This airboat would and would be able to be utilized in our County as we are the end of the Carson River system with extensive acreage of water.

We are also having to re-evaluate our aerial component of our program as Mr. Frey is unable to fulfill his contract. We are in the process of working with another aerial program but they would need to fly their plane in from Salt Lake City and the ferrying would be factored in to the charges. Another words, any aerial application of larvicides or adulticides is going to be considerably more expensive than any other years in the past.

Attached is the budget for this year. On page 5 (Schedule A-1), I have allotted \$50,000 for capital outlay. I would be using that money for this purchase instead of a new vehicle. I can budget for a new vehicle in next years budget, if need be. I realize that the purchase price is \$55,000.00 however the \$5,000.00 over the budgeted capital outlay number can be taken from



the general fund. I have also attached a sales order from Glade at Backwater Performance LLC with the specifications of the airboat. The company is holding this airboat for us for now until our Board meets to take action on such a purchase.

I understand that this is a big and unplanned investment however, I feel that time is of the essence I will prioritize driving to Utah to get it as soon as possible so that we can stay ahead of mosquito abatement treatments, as much as possible.

If you have any questions, please feel free to contact Nancy Upham at (775) 423-2828 before the meeting or at the meeting and I will get answers to your questions. Thank you.



**CHURCHILL COUNTY**  
**MOSQUITO, VECTOR**  
**AND NOXIOUS WEED**  
**ABATEMENT DISTRICT**

7400 Reno Hwy • Fallon, NV 89406 • (775) 423-2828 • Fax (775) 428-2829

• [servicerequest@ccmosquito.org](mailto:servicerequest@ccmosquito.org) • [www.ccmosquito.org](http://www.ccmosquito.org) •

Nevada Department of Taxation  
 1550 College Parkway, Suite 115  
 Carson City, NV 89706-7937

Churchill County Mosquito, Vector and Noxious Weed Abatement herewith submits the (TENTATIVE) --- (FINAL) budget for the fiscal year ending June 30, 2023

This budget contains 1 funds, including Debt Service, requiring property tax revenues totaling \$ 702,884

The property tax rates computed herein are based on preliminary data. If the final state computed revenue limitation permits, the tax rate will be increased by an amount not to exceed 0. If the final computation requires, the tax rate will be lowered.

This budget contains 5 governmental fund types with estimated expenditures of \$ 1,236,795 and 0 proprietary funds with estimated expenses of \$ 0

Copies of this budget have been filed for public record and inspection in the offices enumerated in NRS 354.596 (Local Government Budget and Finance Act).

CERTIFICATION

I Nancy Upham  
 \_\_\_\_\_  
 (Print Name)  
District Manager  
 \_\_\_\_\_  
 (Title)

certify that all applicable funds and financial operations of this Local Government are listed herein

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

Phone: \_\_\_\_\_

APPROVED BY THE GOVERNING BOARD

Only necessary for FINAL Budget  
 (Signature by DocuSign is acceptable)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

SCHEDULED PUBLIC HEARING:  
 (Must be held from May 16, 2022 to May 31, 2022 this year)

Date and Time: Thursday May 19, 2022 5:30 pm Publication Date: May 4, 2022 LVN

Place: Churchill County Administration Building, 155 North Taylor Street, Fallon, Nevada 89406





FULL TIME EQUIVALENT EMPLOYEES BY FUNCTION

	ACTUAL PRIOR YEAR YEAR 06/30/21	ESTIMATED CURRENT YEAR YEAR 06/30/22	BUDGET YEAR YEAR 06/30/23
General Government			
Judicial			
Public Safety			
Public Works			
Sanitation			
Health	8	8	8
Welfare			
Culture and Recreation			
Community Support			
TOTAL GENERAL GOVERNMENT			
Utilities			
Hospitals			
Transit Systems			
Airports			
Other			
TOTAL	8	8	8

POPULATION (AS OF JULY 1)	25,832	26,202	26,310
SOURCE OF POPULATION ESTIMATE*	Department of Taxation - Population Statistics - A6-A7 Revenue Projections		
Assessed Valuation (Secured and Unsecured Only)	860,645,933	876,832,296	937,059,798
Net Proceeds of Mines	34,666,081	49,429,836	33,600,964
TOTAL ASSESSED VALUE	895,312,014	926,262,132	970,660,762
TAX RATE			
General Fund	0.08	0.08	0.08
Special Revenue Funds			
Capital Projects Funds			
Debt Service Funds			
Enterprise Fund			
Other			
TOTAL TAX RATE	0.08	0.08	0.08

\* Use the population certified by the state in March each year. Small districts may use a number developed per the instructions (page 6) or the best information available.

Churchill County Mosquito, Vector and Noxious Weed Abatement District (CCMVNWAD)  
(Local Government)

SCHEDULE S-2 - STATISTICAL DATA







SCHEDULE A-1 ESTIMATED EXPENDITURES AND OTHER FINANCING USES

Budget For Fiscal Year Ending June 30, 2023

Budget Summary for Churchill County Mosquito, Vector and Noxious Weed Abatement  
(Local Government)

GOVERNMENTAL FUNDS AND EXPENDABLE TRUST FUNDS FUND NAME	*	SALARIES AND WAGES (1)	EMPLOYEE BENEFITS (2)	SERVICES, SUPPLIES AND OTHER CHARGES ** (3)	CAPITAL OUTLAY *** (4)	CONTINGENCIES AND USES OTHER THAN OPERATING TRANSFERS OUT (5)	OPERATING TRANSFERS OUT (6)	ENDING FUND BALANCES (7)	TOTAL (8)
General	-	420,000	225,000	450,000	50,000			1,937,102	3,082,102
				20,000				24,547	44,547
					6,795			0	6,795
				15,000				18,871	33,871
				50,000				0	50,000
TOTAL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS		420000	225000	535000	56795	0	0	1980520	3217315

\* FUND TYPES: R - Special Revenue  
C - Capital Projects  
D - Debt Service  
T - Expendable Trust

\*\* Include Debt Service Requirements in this column

\*\*\* Capital Outlay must agree with CIP.  
FORM 4404LGF

Last Revised 5/17/2022



Backwater Performance, LLC

883 Industrial Park Rd  
Orem UT 84057

# Sales Order

Date	S.O. No.
3/24/2023	65710

<b>Name / Address</b>
Churchill County Mosquito abatement dist. po box 2468 Fallon, NV 89407

<b>Ship To</b>

<b>P.O. No.</b>	<b>Terms</b>	<b>Rep</b>
		GH

Item	Description	Ordered	Base Rate	Rate	Amount
Misc	Backwater Performance 14x7.5 Airboat Custom galvanized steel trailer, custom aluminum wheels, with dovetail for dry loading, and spare tire. 14' all aluminum hull with ice bracing, and polymer Electric trim tab Custom carbon fiber vinyl wrap Custom designed Aqua Traction flooring Rigid light bar Custom Buttraxx seats Garmin navigation Under seat storage box Under front deck lockable storage Lycoming O540 6 cylinder aircraft engine with electronic ignition Sensenich 2 blade carbon fiber prop 30 gallon fuel tank		0.00	55,000.00	55,000.00T
	down payment to hold boat until after board meeting.		0.00	0.00	0.00
			<b>Total</b>		\$55,000.00



CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT  
DISTRICT

To: The Board of Trustees

From: Nancy Upham, District Manager  
JD MacKay, Assistant Manager

Date: March 28, 2023

Re: Discussion of updates from the weekly meeting addressing the current status of the snowpack and flood potential for Churchill County. These meetings are held Thursday mornings and are intended to cover any updates relevant to the emergency declaration regarding potential flood issues from the County Commissioners meeting and approved on March 2, 2023. These updates are integral to all agencies and in planning for such an event if it were to happen.

---

I will attend the meeting on Thursday morning and intend to update the Board members of the high points discussed at the meeting at our meeting on Thursday evening.

If you have any questions, please feel free to contact Nancy Upham at (775) 423-2828. Thank you.