

Churchill County Mosquito, Vector, and Noxious Weed Abatement District  
Board of Trustees  
Churchill County, Nevada  
7400 Reno Highway  
Fallon, NV 89406  
Meeting April 13<sup>th</sup>, 2023  
OPEN MEETING SESSION

**1. Call to Order**

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

**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.

**5. Discussion and Approval of Minutes from March 30<sup>th</sup>, 2023:**

Vice Chairman, Marion Jonte made a motion to approve the meeting minutes from March 30<sup>th</sup>, 2023. Trustee Richard Grondin seconded the motion and it passed unanimously.

**6. Certificate of Posting:**

Ms. Upham stated that the Agenda was posted in accordance with NRS.

**7. Correspondence:**

1. March 21, 2023, Pesticide Applicator's Safety Workshop on April 13, 2023. The technicians missed this workshop, but Management will make more of an effort to provide access to the next one.
2. March 27, 2023, Pro-Forma Ad Valorem Projections. Ms. Upham explained that the Pro-Forma is what the District's budget numbers are based on. She will make those numbers available to the Board when she presents the tentative budget during the next meeting.

**8. Appointment:**

None

**9. Old Business:**

1. Discussion and possible action regarding the evaluation of the District Manager, Nancy Upham. Legal Counsel, Joseph Sanford explained that overall Ms. Upham received a 90% excellent rating on her evaluation from the Board members. Trustee Barry Stewart made a motion to accept the evaluation for Ms. Upham. Trustee Kim Turner seconded the motion and it passed unanimously.
2. Discussion and possible action regarding the purchase of a dry ice machine from Global Industrial not to exceed \$1,500.00. This topic was tabled so Mr. Grondin can provide more research on the use of liquid CO<sub>2</sub> versus gas CO<sub>2</sub> tanks.
3. Discussion and possible action regarding starting a contract with JW Welding for carbon dioxide tanks not to exceed \$1,500.00 for the fiscal year ending June 30, 2023. Mr. Stewart made a motion to give Ms. Upham the discretion to speak with JW Welding and begin a contract with them concerning liquid CO<sub>2</sub> tanks. Ms. Turner seconded the motion and it passed unanimously.

**10. New Business:**

1. Discussion regarding the 2023-2024 Tentative Budget. Ms. Upham provided the Board members with a rough draft of what the tentative budget will look like. She assured them that she will have the official tentative budget at the following meeting. In it, she is hoping to provide an estimate for an aerial contract since Frey Spray is unable to cover that service for the District this year.
2. Discussion and possible action regarding updating the Goals of the District. This topic was tabled for the next meeting.

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

The technicians spent the month of March applying pre-emergent for the Road Department using their chemicals but the District's staff and equipment. The

technicians have been out doing field assessments and treating larvicide in preparation for the upcoming busy season.

Ms. Upham added that there will be a need to update some of the equipment used daily as most of the sprayers, foggers, and applicators have been cannibalized to keep them running.

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

None

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

- Safety PPE (lifejackets) for Airboat usage.
- Goals for the District.
- Life Insurance for Employees.
- Health Insurance to motivate seasonals to come back the following year.
- Plaque.

**14. Expenditures:**

March 2023 Expenditures

Payroll:	\$36,338.72
Expenses:	\$182,338.53
Total:	\$218,677.25

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

**15. Public Comment:**

None

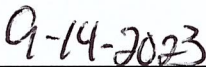
**16. Adjournment:**

Ms. McGarrah called the meeting to a close at 6:04 PM.



SIGNATURE:

Chairwoman or Vice Chairman



DATE: