

Churchill County Mosquito, Vector and Noxious Weed Abatement District  
Board of Trustees  
Churchill County, Nevada  
7400 Reno Highway  
Fallon, NV 89406  
Meeting April 14<sup>th</sup>, 2022  
OPEN MEETING SESSION

**1. Call to Order**

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

**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.  
Vice Chairman, Michael Spencer made a motion to accept the agenda as published.  
Trustee, Marion Jonte seconded the motion and it passed unanimously.

**5. Discussion and Approval of Minutes from March 10<sup>th</sup>, 2022:**

Mr. Jonte made a motion to approve of the minutes from March 10<sup>th</sup>, 2022. Mr. Spencer 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. 03/02/2022 Kellie Grahmann—Audit Approval Letter. Ms. Upham explained that, although it seemed like old news, this is a formality that the District's audit was received and approved.
2. 03/09/2022 Brenda Hunt—Cool Australian publication for landowners on Herbicide use near water. This is a link that contains a printable booklet from Australia's Environment Protection Authority. It contains great information about near-water applications and describes their process which mirrors our own. Ms. Lattin requested that this link be available on the website.

## **8. Appointment:**

None

## **9. Old Business:**

1. Discussion and possible action regarding choosing an electrician to complete electrical upgrades to the facility yard. The Board agreed that, if given the chance, they would prefer to keep Churchill County taxpayers money in Churchill County. Mr. Jonte made a motion to hire McFadden Electric, LLC with a bid of \$4,950 to repair the facility lights. Ms. McGarrah seconded the motion and it passed unanimously.

## **10. New Business:**

1. Discussion and possible action for District Manager, Nancy Upham's 2.5% merit increase. Mr. Jonte made a motion to approve Ms. Upham's 2.5% merit increase. Ms. McGarrah seconded the motion and it passed unanimously.
2. Discussion and possible action for 2022-2023 fiscal year tentative budget approval. Ms. Upham presented the information that she included in the tentative budget. She highlighted areas that contained conservative estimates as well as areas with inflated estimates. Although there has been a population increase, the cost of operations has also increased. Ms. Upham has anticipated the increased cost of chemicals, fuel, and equipment repairs. There will be room in the budget to potentially purchase another truck in the future. The Board congratulated Ms. Upham on a well thought out and put together budget proposal.

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

Management completed their interviews and have hired two (2) seasonal employees that seem promising. There have been 2 service requests however, trapping has shown that mosquito season has not started yet.

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

None

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

Final Budget proposal

**14. Expenditures:**

March 2022 Expenditure:

Payroll: \$27,025.09

Expenses: \$12,265.98

Overall: \$39,291.07

Mr. Spencer made a motion to approve of the March 2022 expenditures. Mr. Jonte seconded the motion and it passed unanimously.

**15. Public Comment:**

None

**16. Adjournment:**

The meeting was called to a close at 6:18 P.M.

*Christiane Jattun*

SIGNATURE:

Chairwoman or Vice Chairman

DATE:

*5-18-2022*