

Churchill County Mosquito, Vector, and Noxious Weed Abatement District
Board of Trustees
Churchill County, Nevada
7400 Reno Highway
Fallon, NV 89406
Meeting May 11th, 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

Sheri Samson - Fallon Post

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 that the agenda be adopted as is. Trustee Richard Grondin made a motion to adopt the agenda as is. Trustee Barry Stewart seconded the motion and it passed unanimously.

5. Discussion and Approval of Minutes from April 13th, 2023.:

Mr. Stewart made a motion to approve the minutes from April 13th, 2023. Mr. 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. Tentative Budget Approval—Kellie Grahmann. This is a formality approving the tentative budget. Ms. Upham will explain in greater detail at the following budget meeting on the 18th of May.

8. Appointment:

None

9. Old Business:

1. Discussion and possible action regarding the post-evaluation merit increase of 2.5% for the District Manager, Nancy Upham. Legal Counsel, Joe Sanford suggested that in consideration of Ms. Upham's recent evaluation, her merit increase should be retroactive to her anniversary date. Mr. Stewart asked if, in addition to a merit increase, there would be a cost-of-living increase. Ms. Upham responded that the District typically mirrored the County's cost of living increase and that amount would not be announced until June or July. Vice Chairman, Marion Jonte made a motion to approve Ms. Upham's 2.5% merit increase retroactive to her anniversary date. Mr. Grondin seconded the motion and it passed unanimously.
2. Discussion and possible action regarding the purchase of two liquid carbon dioxide tanks from Chart Industries. The purchase price for these tanks is \$2,300.00 per tank and the reason for purchasing two tanks is that one can be used while the other is being filled to always have one in use. The shipping cost would be an additional cost but most likely under \$400 per tank. Mr. Jonte expressed his opposition to purchasing these tanks. He spoke with JW Welding, and they would be able to rent the necessary equipment to the District, thus avoiding the added cost of maintenance and any cost of potential damage. Mr. Grondin mentioned that when he spoke with them, they did not have the correct tanks. Mr. Jonte maintained that they claimed they did when he contacted them. Ms. McGarrah suggested that Mr. Grondin and Mr. Jonte join forces to investigate, and they agreed. This topic was tabled until a solution could be presented.
3. Discussion and possible action regarding the purchase of parts such as a regulator and lines for the carbon dioxide-making machine as was approved at the April 2023 Board meeting. Ms. McGarrah asked the Board if this should be tabled until the tanks could be purchased. Mr. Stewart suggested approving the accessories and fitting since it was already decided that the District would be going forward with the investment. Mr. Grondin made a motion to approve, at Ms. Upham's discretion, purchasing the parts needed to utilize the carbon dioxide-making machine up to \$1,500.00. Trustee Kim Turner seconded the motion and it passed unanimously.

10. New Business:

1. Discussion regarding a memorandum of understanding with the County and Sheriff's department regarding the emergency use of District boats. Mr. Sanford composed the memorandum of understanding for clarifying the

responsibilities and expectations of all the involved entities. The District would reserve full autonomy to deny or allow the County's use of the boats. Mr. Jonte asked if it was possible to require a certification or proof of capability before allowing anyone to operate the District's boats. Mr. Sanford responded that the equipment would only be requested in emergency situations which would make having those "qualified" people available challenging. Ms. Upham agreed that some kind of training day would benefit the District employees also. Mr. Stewart made a motion to approve the wording in the memorandum of understanding for allowing the County and Sheriff's department use of the District's boats. Mr. Grondin seconded the motion and it passed unanimously.

2. Discussion and possible action regarding the purchase of a Mozzie fogger from eBay for \$6,859.00 plus \$350 in shipping charges. Mr. Sanford suggested that instead of discussing and voting on the following three topics individually, the Board could discuss them all and vote for them together. Ms. Upham said that due to the high-water year, complications with the District's aerial contracts, and the age of the existing equipment, it makes sense to add new foggers. The District has 6 trucks, 4 operable quads, and only 4 functioning foggers. Ms. Upham would like to add more technicians to cover the evening fogging shifts, which means the District needs more foggers. She added that if there are FEMA funds for equipment reimbursement, the cost from these purchases could be recouped. Mr. Jonte asked what the difference between the foggers and the A1 Misters was. Assistant Manager, JD MacKay explained that the atomizers in the misters released a heavy chemical mixture that dropped to the ground or water. The foggers provide a fog that hovers over the ground in the air where the adult mosquitoes are. Mr. Stewart made a motion to approve the purchase of the 4 proposed foggers from eBay. Mr. Grondin seconded the motion and it passed unanimously.
3. Discussion and possible action regarding the purchase of a Mozzie fogger portable fogger/sprayer for \$4,500.00 from eBay plus \$250 in shipping charges. See Discussion 2.
4. Discussion and possible action regarding the purchase of two Clark pesticide mosquito foggers from eBay. They are the Cougar model and are \$4,999.00 per fogger with \$350 per fogger shipping charges. See Discussion 2.
5. Discussion and possible action regarding the tentative budget for the 2023-2024 fiscal year. Ms. Upham provided the Board with a comparison of 2020, 2021, and 2022 for wages, benefits, and services. Ms. Upham explained that she may need to propose an augmentation later in the fiscal year for the aerial contracts. She will provide the final budget for approval at the May 18th, 2023, meeting.
6. Discussion and possible action regarding updating the Goals of the District. Ms. Upham offered the Goals of the District to the Board members to look over and offer suggestions, or corrections. She proposed tabling the matter

until the June meeting so the Board can provide the District with any requested changes.

11. District Manager's Report and Operations Review:

Ms. Upham explained that the District was covering the County Road Department's right-of-way treatments using their chemicals but the District's manpower and equipment. The technicians are using more long-term residual chemicals when treating larvae since things are hatching off at a higher rate. This allows the technicians to treat more areas. Ms. Upham is collaborating with the County's Emergency Operations Committee (EOC) to help speed up potential aerial contract certification for chemical applications in Nevada.

12. Board Member's Reports:

Mr. Jonte shared that he had the privilege of attending one of the District's weed program meetings, offered at the facility every Wednesday at 9 A.M. He was impressed by Ms. Upham's knowledge and thoroughness during her presentation. He thanked her for her efforts.

13. Any Request for Future Agenda Items:

-Ms. Turner asked if there was a protocol for service requests. Mr. MacKay told her he would make the information available to the Board.

-The Board asked if there were District phones available for Management and what the cost would be to add extra phones in case of damage.

14. Expenditures:

April 2023 Expenditures

Payroll:	\$40,552.77
Vendors:	\$18,250.85
Total:	\$58,803.62

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

15. Public Comment:

None

16. Adjournment:

Ms. McGarrah called the meeting to a close at 6:45 P.M.



SIGNATURE:

Chairwoman or Vice Chairman

9-14-2023

DATE: