

Churchill County Mosquito, Vector and Noxious Weed Abatement District
Board of Trustees
Churchill County, Nevada
7400 Reno Highway
Fallon, NV 89406
Meeting December 9th, 2021
OPEN MEETING SESSION

1. Call to Order

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

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 that the agenda be accepted as is. Trustee, Marion Jonte made a motion to accept the agenda as is. Vice Chairman, Michael Spencer seconded the motion and it passed unanimously.

5. Discussion and Approval of Minutes from October 14th, 2021:

Mr. Spencer made a motion to accept the minutes from October 14th, 2021. Trustee, Tom Hutchings seconded the motion and it passed unanimously.

Discussion and Approval of Minutes from November 11th, 2021:

Trustee, Cynthia McGarrah asked if the spelling for the "bas relief" was correct. Ms. Upham responded that she believed it was intentional, but she would verify with Board Secretary, Melania Sagi when she arrived. Mr. Jonte made a motion to accept the minutes from November 11th, 2021. Ms. McGarrah 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:

None

8. Appointment:

None

9. Old Business:

1. Discussion and possible action regarding Private Property access for District staff. Ms. Upham had asked Legal Counsel, Ben Shawcroft to draft language to facilitate the interaction between technicians and private landowners. After some discussion the Board agreed that there were too many questions about specific situations. A process would have to be figured out to limit misunderstandings. This will be discussed in greater detail in the near future.

10. New Business:

1. Discussion, presentation, and approval of fiscal year 2021 audit report—Jim Sciarani. Jim Sciarani from Sciarani & Co presented the Board with the 2021 fiscal year audit report. Mr. Sciarani went into great detail describing the information in the audit report attached to these minutes. The audit showed an increase in cost from the prior fiscal year which can be attributed to, among other points, hiring Assistant Manager, JD MacKay, and large chemical purchases. Mr. Jonte made a motion to accept the audit. Mr. Spencer seconded the motion and it passed unanimously.

11. District Manager's Report and Operations Review:

Ms. Upham provided the Board with an aerial cost breakdown comparison between 2020 and 2021. This shows the difference between a heavy water year and a light water year. She will be submitting a comparison of groundwork versus aerial during her annual report. Ms. Upham is going to purchase more chemicals before the year is over as the prices are increasing in January. Ms. Lattin asked if Ms. Upham had intentions to meet with the Fallon Paiute-Shoshone Tribe to assist them in making the same purchases before the price increase. Ms. Upham agreed that was a good idea and it would allow them to be more independent going forward.

12. Board Member's Reports:

None

13. Any Request for Future Agenda Items:

Other District's seasonal habits regarding layoffs and employee hours.

14. Expenditures:

November 2021 Expenditures
Payroll: \$45,923.80
Expenses: \$13,400.75
Total Overall: \$59,324.55

Mr. Jonte noticed and inquired about a \$12 purchase of a coffee pot. Ms. Sagi explained that the old pot in the office broke, and Ms. Lattin agreed that coffee was integral to office work. Mr. Spencer made a motion to accept the expenditures from November 2021. Ms. McGarrah seconded the motion and it passed unanimously.

15. Public Comment:

None

16. Adjournment:

Ms. Lattin adjourned the meeting at 6:22 PM.



SIGNATURE:

Chairwoman or Vice Chairman

DATE:

6-24-2022