

**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
Website: 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 11th of August 2022
TIME: 5:30 P.M.
TYPE OF MEETING: July 2022 Operation Report

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 July 21st, 2022.**

6. Certificate of Posting.

7. Correspondence.

1. 7/19/2022 Laura Morrow—Animal Disease Laboratory

8. Appointments.

9. Old Business.

10. New Business.

11. District Manager's Report and Operations Review.

12. Board Members' Report.

13. Any Requests for Future Agenda Items.

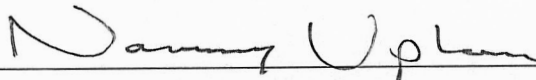
14. Expenditures.

July 2022 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 5th day of August 2022, 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 matter 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 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 with 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 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.

Nevada Department of Agriculture - Animal Disease Laboratory

Laura Morrow <lmorrow@agri.nv.gov>

Tue 7/19/2022 5:40 PM

To: Nancy Upham <ccmosquito@cccomm.net>; Nancy Upham <director@ccmosquito.org>

📎 1 attachments (45 KB)

CHURCHILL COUNTY_CH0001_0003.pdf;

Hi Nancy,

The Animal Disease Laboratory has completed testing. The report is attached.

Please let me know if you have any questions.

Thank you,

Laura



Laura Morrow

Animal Disease Laboratory Supervisor | Division of Animal Industry

Nevada Department of Agriculture

405 South 21st Street, Sparks, NV 89431

Office: 775-353-3700 | Fax: 775-353-3659 | Mobile: 775-777-5750 | Lab:

Animal Disease and Dairy

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This message and attachments are intended only for the addressee(s) and may contain information that is privileged and confidential. If the reader of this message is not the intended recipient or an authorized representative of the intended recipient, I did not intend to waive and do not waive any privileges or the confidentiality of the message and attachments, and you are hereby notified that any dissemination of this communication is strictly prohibited. Please note that this correspondence and other information you have provided or will provide to our agency may be subject to Nevada Open Records Requests, per NRS 239, and, to the extent not confidential by law, may be disclosed to persons so requesting. If you received this communication in error, please notify me immediately by email at lmorrow@agri.nv.gov and delete the message and attachments from your computer and network. Thank you.

(775)423-2828 FAX (775)428-2829 VECTOR BORNE DISEASE TEST FORM

Sent by Nancy Upham
 Agency Churchill Co. Mosquito, Vector and Noxious Weed Abatement District
 Date 7-13-22

County Churchill
 Bill to *
 Page 1 of 1

LAB USE ONLY
 INCL. ACC NO. 23-1104-23-11
 DATE REC'D 7/13/22
 UNIT FILE NO.

SAMPLE #	COLLECTOR	GPS	CITY	LOCATION COUNTY	DESCRIPTION	DATE	SPECIES	AGE	SEX	TYPE SPECIMEN	ACC. NO.	RESULTS
CH-0001	Uphan	Drumm Ln N39.445587		W-118.748338		7-11-22	Culex	A	F	11	23-1104 ¹⁰¹	WINV/SLE/WE Negative
CH 0002	Uphan	Carson River / Deer Run N39.493407		W-118.773107		"	Culex	A	F	3	23-1105 ¹¹⁰	 7/19/22
CH 0003	Uphan	Venturacci Ranch N39.365528		W-118.786342		6-21-22	Culex	A	F	13	23-1106 ¹¹¹	

E-MAILED JUL 19 2022

Adulticide 8- 4-22

Legend

- Feature 1
- Feature 2



Churchill County Mosquito, Vector, and Noxious Weed Abatement District
Board of Trustees
Churchill County, Nevada
7400 Reno Highway
Fallon, NV 89406
Meeting July 21st, 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

Trustee, Tom Hutchings

Trustee, Cynthia McGarrah

Legal Counsel, Joseph Sanford

District Manager, Nancy Upham

Assistant Manager, JD MacKay

Board Secretary, Melania Sagi

Public Present

Richard Grondin

Amanda Young

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, Cynthia McGarrah made a motion to adopt the Agenda as is. Trustee, Tom Hutchings seconded the motion and it passed unanimously.

5. Discussion and Approval of Minutes from June 9th, 2022:

Ms. McGarrah made a motion to approve the minutes from June 9th, 2022. Mr. Hutchings seconded the motion and it passed unanimously.

6. Certificate of Posting:

Ms. Upham stated that the Agenda was posted per NRS.

7. Correspondence:

1. 6/16/2022 Catrina Schambra CWSD “Thank you!” Ms. Schambra wrote to thank the District for use of the facility. She said it worked out well.
2. 6/17/2022 AMCA National Mosquito Control Awareness...
3. 6/23/2022 Katie Dinneen Audit FY 2022-2023. The GASB 75 process needs to be put into effect. Ms. Dinneen came to the facility and did the chemical inventory with Ms. Upham and Ms. Dowd.
4. 6/27/2022 Alexandra Rosa July EAP Resources. This is the District’s Employee Assistance Program. It contains informative webcasts. The Board is welcome to check it out if they are interested.

8. Appointment:

None

9. Old Business:

1. Discussion and update regarding the building dedication plaque. Ms. Upham explained that Sonya Johnson contacted the District to write an article about the Mosquito Abatement District. She was one of the people petitioning people to sign up in support of the program in the 60s. She was able to provide Management with a list of prior Board Members that served with Mr. Hal Newman. Ms. Upham has asked Ms. Johnson to provide Management with any other information she may find for the building dedication, planned for the end of summer.

10. New Business:

1. Discussion and possible action to allow Management to place a \$1000 deposit with any dealership for a new or used pickup truck for District us to hold until formal Board approval. Ms. McGarrah made a motion to allow Management to place a \$1000 deposit for a new or used District pickup truck with any dealership. Mr. Hutchings seconded the motion and it passed unanimously.

2. Discussion and possible action regarding a five percent salary adjustment for all District employees retroactive to July 1st, 2022. Ms. McGarrah made a motion to grant the District employees a five percent salary adjustment, retroactive to July 1st, 2022. Mr. Hutchings seconded the motion and it passed unanimously

11. District Manager’s Report and Operations Review:

Ms. Upham explained that the majority of the employees were sick at one point during the month. She accredited the reduced number of mosquitoes this year to how quickly the water has been drying up. In past drought years, vector-borne diseases have been amplified but Management started testing in July and will keep the Board updated on the test results.

The mister unit was purchased, delivered, and put to use. It has been an asset to operations. Management has also continued working with the Tribe representatives to help them develop and expand their program.

12. Board Member's Reports:

None

13. Any Request for Future Agenda Items:

Management's pickup truck parameters.

14. Expenditures:

June 2022 Expenditures

Payroll:	\$49,062.80
Expenses:	\$31,468.80
Total:	\$80,531.60

Ms. McGarrah made a motion to accept the June 2022 expenditures. Ms. Lattin seconded the motion and it passed unanimously.

15. Public Comment:

Mr. Richard Grondin told the Board that he had experience with West Nile Virus. It was a nasty disease, and he is so grateful for the work the District does.

16. Adjournment:

Ms. Lattin called the meeting to a close at 6:02 P.M.

SIGNATURE:

Chairwoman or Vice Chairman

DATE:

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT DISTRICT
Management Report
July 2022

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: August 8, 2022

The Staff has been working in their zones and cooperatively working together in each other's zones as needed. Staff was reduced in number (close to 50%) during the month of July due to sickness. Management asked staff to stay home if they were ill and return without any symptoms or a negative test, as was recommended by the County's Health Department and testing protocols. This year, the irrigation water is drying up quickly. Nonetheless, Staff has been out fogging with respect to service requests and adult mosquito populations observed during the day. At the meeting, a comparison of this year's treatments to last year's treatments will be presented. There has been significantly less treatments this year.

We have continued working with the Tribal representatives and will continue to assess the District's investment in their program. Ileana, Tribal mosquito technician, has been fogging their wetland area.

Sonya Johnson submitted an article in the Fallon Post. It was well received by a number of people that have verbalized their reaction to it and how bad the mosquitoes truly were in the past.

We will continue to trap and test live female adult mosquitoes. Christine Camper is assisting in the lab work and has stepped up to working under the microscope.

We submitted our request for reimbursement from Carson Water Subconservancy District for our noxious weed funding of \$15,000.00. That document will be in the next month's correspondence.

If you have any questions that you would like addressed, please call the office and let Nancy know and she will bring answers to the meeting.

(775)423-2828 FAX (775)428-2829 VECTOR BORNE DISEASE TEST FORM

Sent by Nancy Upham
 Agency Churchill Cty Mosquito, Vector & Noxious Weed
 Date 7-27-22
 ABATEMENT DIST.

County Churchill
 Bill to _____
 Page _____ of _____

LAB USE ONLY
 INCL. ACC NO. 23-406-23
 DATE REC'D 7/28/22
 UNIT FILE NO. _____

SAMPLE #	COLLECTOR	GPS	CITY	LOCATION COUNTY	DESCRIPTION	DATE	SPECIES	AGE	SEX	TYPE SPECIMEN	ACC. NO.	RESULTS
CH 0010	Upham	Churchill - Drumm / Testolin N39.441013 W-118.744424	Churchill	Drumm / Testolin	7/26/22	Culex tarsalis	A	F	50 ¹⁴⁷	23-406 ¹⁴⁷	WNV/SLE/WEE Negative	
CH 0011	"	"	"	"	"	"	"	"	28	23-407 ¹⁴⁸		
CH 0012	"	CHURCHILL-WORKMAN POND E N39.543917 W 118.864284	Churchill	WORKMAN POND E	7-26-22	"	"	"	31	23-408 ¹⁴⁹		
CH 0013	"	CHURCHILL-MOFFIT STACKYARD N383619 W 118.786546	Churchill	MOFFIT STACKYARD	7-26-22	"	"	"	50	23-409 ¹⁵⁰		
CH 0014	"	"	"	"	"	"	"	"	50	23-410 ¹⁵¹		
CH 0015	"	CHURCHILL - DITCH HOUSE (WEBB) N39.483474 W 118.611442	Churchill	DITCH HOUSE (WEBB)	7-26-22	"	"	"	46	23-411 ¹⁵²		

[Handwritten signature]
 8/2/22
[Handwritten initials]

(775)423-2828 FAX (775)428-2829

VECTOR BORNE DISEASE TEST FORM

Sent by _____ County _____

Agency _____ Bill to _____

Date _____ Page _____ of _____

LAB USE ONLY
 INCL.ACC NO. See below
 DATE REC'D 7-21-2022
 UNIT FILE NO. _____

SAMPLE #	COLLECTOR	GPS	CITY	LOCATION		DESCRIPTION	DATE	SPECIES	AGE	SEX	TYPE SPECIMEN	ACC. NO.	RESULTS
				COUNTY									
CH 0004	Uphan		Churchill	Dodge Island			7-20 -22	Culex	A	F	SO ¹⁰⁹	23-313	Negative for WNV/SLE/WEE
CH 0005			"								SO ¹¹⁰	23-314	
CH 0006			"								SO ¹¹¹	23-315	
CH 0007			Churchill	2475 S. Allen							SO ¹¹²	23-316	
CH 0008			"								SO ¹¹³	23-317	
CH 0009			"								SO ¹¹⁴	23-318	

[Signature]
7/27/22

[Signature]

Total Expenses for Board Reports

Jul-22

Monthly Payroll Summary

Page 2

Total Gross Pay Item A \$ 53,052.72

Total Employer Contributions Item B \$ 17,693.66

Total Employer Taxes Item C \$ 154.19

Total Payroll \$ 70,900.57

Monthly Expenses by Vendor Detail

Page 5

Total Item D \$ 3,847.10

Total Expenses

\$ 74,747.67

Trace to Monthly Profit & Loss Report

Page 6

Total Expenses Item E \$ 74,747.67

Variance

\$ -

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Total payroll cost report

From Jul 01, 2022 to Jul 31, 2022 from all locations

Item	Amount
Total pay	
Paycheck wages	\$53,052.72
Non-paycheck wages	\$0.00
Reimbursements	\$0.00
Subtotal	\$53,052.72
	Item A →
Company contributions	
Employer Paid Dental Insurance	\$202.30
Employer Paid Health Insurance	\$4,160.74
Employer Paid Life Ins-PT only	\$71.61
Employer Paid Vision Insurance	\$26.10
PERS Employer Paid (EE/ER)	\$1,834.25
PERS Employer Paid (ER Only)	\$11,398.66
Subtotal	\$17,693.66
	Item B →
Employer taxes	
Social Security Employer	\$124.96
Medicare Employer	\$29.23
Subtotal	\$154.19
	Item C →
Total payroll cost	\$70,900.57

Churchill County Mosquito, Vector & Noxious Weed Abatement District
Monthly Expenses by Vendor Detail
July 2022

Vend Date	Account	Memo/Description	Amount
Adobe			
07/21/22	01.5366 Computer Software & Online Subs	Acrobat Pro DC 07/21 to 08/20/2022	16.99
Total for Adobe			\$ 16.99
American Mosquito Control Association			
07/01/22	01.5300 Memberships	Regular Memership Dues July 2022 to June 2023	155.00
Total for American Mosquito Control Association			\$ 155.00
Big R, Inc.			
07/12/22	01.5330 Operating Supplies	Key	1.99
07/13/22	01.5380 Repairs - Equipment	Barb Connector, Pump Feet, Washers & Fasteners	40.60
07/13/22	01.5380 Repairs - Equipment	Key, Fasteners & Hitch Pins	17.50
07/14/22	01.5380 Repairs - Equipment	Hitch Pins	(1.64)
07/22/22	01.5380 Repairs - Equipment	Ratchet & Spray Gun	41.89
Total for Big R, Inc.			\$ 100.34
Branch Automotive, LLC			
07/14/22	01.5385 Repairs - Vehicle	2014 Toyota Tacoma Oil Change	93.85
07/15/22	01.5385 Repairs - Vehicle	2007 Dodge Ram 1500 Oil change & A/C repair	372.49
07/17/22	01.5385 Repairs - Vehicle	2014 Toyota Tacoma Oil Change & Tail Light Bulb	94.34
07/18/22	01.5385 Repairs - Vehicle	2005 Dodge Ram 2500 Oil change, A/C repair & water pump le	232.00
Total for Branch Automotive, LLC			\$ 792.68
Colonial Life			
07/01/22	01.5140 Health Insurance	Sagi, July 2022 Life Insurance #5252753760	71.61
Total for Colonial Life			\$ 71.61
Dowd Bookkeeping Services LLC			
07/11/22	01.5361 Accounting & Audit Fees	Bookkeeping June 2022	1,100.00
Total for Dowd Bookkeeping Services LLC			\$1,100.00
GPS Trackit			
07/27/22	01.5390 Communications	8 Fleet Manager Bundles 07/27-08/26/2022	191.60
Total for GPS Trackit			\$ 191.60
Louie's Ace Home Center			
07/22/22	01.5330 Operating Supplies	Shovel	15.29
Total for Louie's Ace Home Center			\$ 15.29
Microsoft			
07/19/22	01.5366 Computer Software & Online Subs	Office 06/19-07/18/2022	50.00
Total for Microsoft			\$ 50.00

Vend Date	Account	Memo/Description	Amount
Napa Auto & Truck Parts			
07/18/22	01.5380 Repairs - Equipment	Yellow Argo - Battery	129.66
Total for Napa Auto & Truck Parts			\$ 129.66
O'Reilly Auto Parts			
07/22/22	01.5380 Repairs - Equipment	Quad Tanks Power Outlet	15.98
Total for O'Reilly Auto Parts			\$ 15.98
Office Depot			
07/07/22	01.5320 Office Supplies	Desk lamp, folders & Pencils	96.55
Total for Office Depot			\$ 96.55
Office Products Inc			
07/05/22	01.5320 Office Supplies	Base rate 07/06/22 to 10/05/2022	49.99
07/05/22	01.5320 Office Supplies	Color & B/W Copies over Contract 04/06/2022 to 07/05/2022	161.90
Total for Office Products Inc			\$ 211.89
Optum Bank			
07/01/22	01.5141 Health Insurance - HSA	July 2022	150.00
Total for Optum Bank			\$ 150.00
Safeway			
07/11/22	01.5225 Encephalitis Testing	Dry Ice	25.15
07/12/22	01.5225 Encephalitis Testing	Dry Ice	16.33
07/20/22	01.5225 Encephalitis Testing	Dry Ice	15.55
07/21/22	01.5225 Encephalitis Testing	Dry Ice	9.03
Total for Safeway			\$ 66.06
Sinclair Gas Station			
07/21/22	01.5260 Gasoline & Oil	15.124 gal Gas at \$4.959 per gallon	75.00
Total for Sinclair Gas Station			\$ 75.00
Southwest Gas			
07/26/22	01.5440 Utilities - Gas	06/23 to 07/22/2022	39.75
Total for Southwest Gas			\$ 39.75
UniFirst Corporation			
07/07/22	01.5190 Uniforms	Uniforms 07/07/2022	75.20
07/14/22	01.5190 Uniforms	Uniforms 07/14/2022	75.20
07/21/22	01.5190 Uniforms	Uniforms 07/21/2022	75.20
07/28/22	01.5190 Uniforms	Uniforms 07/28/2022	79.18
Total for UniFirst Corporation			\$ 304.78
Verizon Wireless			
07/04/22	01.5390 Communications	Cell Phones 06/05 to 07/04/2022	158.40
Total for Verizon Wireless			\$ 158.40

Vend Date	Account	Memo/Description	Amount
Walmart			
07/25/22	01.5330 Operating Supplies	Microban & Aloe Vera	17.72
Total for Walmart			\$ 17.72
WiarCom, Inc			
07/11/22	01.5390 Communications	Wireless 07/10-08/09/2022	87.80
Total for WiarCom, Inc			\$ 87.80
Grand Total			\$3,847.10

Item D →

Tuesday, Aug 09, 2022 01:16:56 PM GMT-7 - Accrual Basis

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Profit and Loss

July 2022

	TOTAL
Income	
01.4040 Real Property Tax - Current	774.92
01.4050 Real Property Tax - Delinquent	314.46
01.4080 Personal Property Tax - Current	172.21
01.4090 Personal Property Tax - Delinquent	15.92
01.4110 Consolidated Tax Revenue	34,405.62
01.4130 AB104 Fairshare Revenues	10,706.45
Total Income	\$46,389.58
GROSS PROFIT	\$46,389.58
Expenses	
01.5030 Salary - Management	18,628.16
01.5040 Salary - Full-time	34,424.56
01.5110 Retirement Contribution	13,232.91
01.5140 Health Insurance	4,532.36
01.5141 Health Insurance - HSA	150.00
01.5150 Social Security & Medicare	154.19
01.5190 Uniforms	304.78
01.5225 Encephalitis Testing	66.06
01.5260 Gasoline & Oil	75.00
01.5300 Memberships	155.00
01.5320 Office Supplies	308.44
01.5330 Operating Supplies	35.00
01.5361 Accounting & Audit Fees	1,100.00
01.5366 Computer Software & Online Subs	66.99
01.5380 Repairs - Equipment	243.99
01.5385 Repairs - Vehicle	792.68
01.5390 Communications	437.80
01.5440 Utilities - Gas	39.75
Total Expenses	\$74,747.67
NET OPERATING INCOME	\$ -28,358.09
NET INCOME	\$ -28,358.09

Item E →