

Churchill County Mosquito, Vector and Noxious Weed
Abatement District
Board of Trustees
Churchill County, Nevada
7400 Reno Highway
Fallon, NV 89406
Meeting November 13, 2025
OPEN MEETING SESSION

1. Call to Order

Vice-Chairman Brown called the meeting to order at 5:30 PM.

BOARD OF TRUSTEES

Richard Grondin, Chairman (remote call-in)
David Brown, Vice-Chairman
Marion Jonte, Trustee
Kevin Porteus, Trustee
Lee Barkdull, Trustee

Lane Mills, Legal Counsel
JD MacKay, District Manager
Kori Meyer, Board Secretary

Public Present

Matt Clark

2. Pledge of Allegiance:

All stood for the Pledge of Allegiance.

3. Swearing in of Edward “Lee” Barkdull to the Board of Trustees

Legal Counsel Lane Mills performed the swearing-in ceremony of incoming Trustee Barkdull.

4. Public Comment:

NONE

5. Discussion and Possible Action Re: Review and Adoption of the Agenda:

Trustee Jonte made a motion to approve the agenda as written. Trustee Porteus seconded the motion. The motion passed unanimously with no opposition.

6. Discussion and Possible Action Re: Approval of Minutes from October 9, 2025:

Trustee Porteus made a motion to approve the minutes as read from the October 9, 2025 meeting. Trustee Barkdull seconded the motion. The motion carried unanimously with no opposition.

7. Certificate of Posting:

District Manager MacKay noted that the agenda was posted in accordance with N.R.S. Statutes.

8. Correspondence:

- 10-10-25 – Hannah Romo – RE: Updated results for sample CMVW 3789
District Manager MacKay explained that the test results were inconclusive. He plans to call and talk to Ms. Romo to discuss the tests and determine a path forward. Vice-Chairman Brown asked if there were any concerns about the results. District Manager MacKay said that even if there were a risk, it has subsided to a point (due to the drop in population) where there is nothing the District can do because it's too cold. It was also noted that there was one other positive test, which came out of the control group kept at the District facility. (The facility rarely has any adult population, so this will be looked into.)
- 10-13-25 – Daunelle Wulstein – [Westernagoutlook] Reminder: Western Ag Outlook this Wednesday
District Manager Mackay explained that the upcoming webinar could be informative because the Department of Agriculture has been doing some different things focusing on diseases both in and out of the state. There is also funding with weeds. California has a lot of noxious plant life that Nevada does not want. Fallon has the only two cattle barns in the state and cattle move a lot of things around in transport.
- 10-16-25 – Andrea Moe – FW: Weed Biocontrol Policy Impacts Survey – Share your Insights
This was a request sent out to various districts and entities to be involved in the Impacts Survey. It also included information for the Annual Biocontrol Summit to be held virtually on December 4, 2025.
- 10-24-25 – Michael Papendieck – Churchill County Mosquito – Draft 2024 OPEB Valuation & FYE 2025 GASB 75 Report
District Manager MacKay explained that the District did not attach the full Report to each packet due to its size, but explained that, simply put, the OPEB valuation is the District's other post-employment benefits, or financial liabilities that are outside of the retirement plan. The District has already satisfied our financial liability in regards to retirement because we pay into PERS. The GASB report is the required reporting of our liabilities, our other post-employment benefit liabilities, financial liabilities, and the District doesn't have any. The report just confirms that we are compliant with the GASB requirements but we don't have any liabilities.

- 10-28-25 – Catrina Schambra – FY25-26 CWSD Weed Abatement Program
The District has been approved for the \$15,000 FY25-26 CWSD grant, which covers funding of the weed class, and chemical costs for roadside applications.

9. Appointments:

NONE

10. Old Business:

NONE

11. New Business

- Discussion and possible action re: Yearly Performance Evaluation for District Manager JD MacKay
District Manager MacKay explained that, customarily, the District Manager has been given a performance review on their anniversary date. District Manager MacKay took his current position on December 6, 2024. Historically, the Board members are each given an evaluation form to fill out. These are given to the legal counsel, who compiles the results for an average and presents at the next meeting. In this case, that would be the December meeting. They can be anonymous if desired. Trustee Barkdull chose to abstain from the review as he has only just been sworn in and is not yet familiar with District Manager MacKay's performance. It was decided that Board members will fill out the forms within the next couple of weeks. Legal Counsel Mills stated that he would prefer that Secretary Meyer gather the forms and take them to his office once gathered. Chairman Grondin (who is currently working out of the area) will plan to either email his form or drop it off when he is in Fallon.
- Discussion and possible action re: adoption of District Purchasing Policy
District Manager MacKay explained that the District had put some of the numbers that matter under chapter 3 (Competitive Procurement) but had left the dollar amount under chapter 5 (Authorization and Approvals) blank so that a discussion could take place on what that dollar amount should be. Trustee Brown asked if this was to cover chemical expenditures and District Manager MacKay replied that this would apply to everything. The District Manager may approve purchases within their delegated authority consistent with the budget allocation, but purchases exceeding the dollar amount being discussed will require formal Board approval.
Trustee Brown asked what the most expensive chemical is and what the standard purchase of that chemical would be. District Manager MacKay referred to our latest price list from Clarke, noting that Evergreen would probably be the most expensive at a cost of \$46,000 for a pallet of 4 - 55 gallon drums. There is a savings of approximately \$300 by buying in bulk vs. individual barrels. Natular G30 is \$34-36,000 a ton, or about \$820 a bag. The average time between order and delivery is 10 business days. Manufacturers recommend a best-practice shelf life of 2 years. Trustee Brown asked what the likelihood would be of a worst-case scenario where the valley has an unprecedented outbreak and the District goes through all of its chemical, how

fast it would go through it and how soon it would be realized that a reorder is needed. District Manager MacKay explained how many acres some of the chemicals treat and, using Torvik pasture as an example, gave an outline of our typical treatment this year. If our aerial options change, ground fogging would be our only option for the short term. Ground fogging limits us to very selective days that we can effectively treat.

After this discussion, the Board determined that \$50,000 would be a fair dollar amount to put in the blank space under chapter 5 of the Purchasing Policy.

Legal Council will review the wording of the policy for correctness.

Trustee Porteous made a motion to table the Purchasing Policy discussion until the December meeting after Legal Counsel has reviewed and made recommendations. Trustee Barkdull seconded the motion. The motion carried unanimously with no opposition.

12. District Manager's Report and Operations Review

- District Manager MacKay reported on chemical application by zone and service requests, noting that service requests dropped off by mid-October. Trustee Jonte wanted it noted that he feels that the drop in numbers is a result of the effectiveness of new management (District Manager MacKay). Trustee Brown asked if the District is collaborating with local tribal authorities to help educate them and ensure that we have enough coordination. District Manager MacKay replied no. This discussion will be added as an agenda item per Legal Council's advisement to stay on topic.
- District staff began cross-training in other zones. In the past, the permanent field technicians have been assigned to one zone. While there has been some crossover work done, the District has not formally cross-trained field technicians before. By doing so, the District will be able to remain effective if they are short-staffed.
- The District began spraying knapweed and checking roadsides and problem areas to turn the focus to weed treatment.
- The weed truck purchase will be tabled until the next meeting after the Purchasing Policy is finalized.
- The District plans to post the job description for the Assistant Manager's position in mid-November. This will allow plenty of time to find and interview suitable candidates, and hire a panel's choice by February 1, 2026 in time for the start of the season. Trustee Brown asked what the duties of the assistant manager would be. District Manager MacKay explained that the biggest benefit will be that there will be a secondary authority to fill in where needed. Seasonal help legally have to have someone with a commercial applicator's license within 15 minutes of their location. If the District Manager is in a remote location or has to take a day off, the Assistant Manager will be able to help oversee daily operations, ensuring day-to-day tasks run smoothly.

(Due to a clerical error the agenda listed both the "Board Member's Report" and "Requests for Future Agenda Items" as the number 13. To help with clarification these are listed as "13a" and "13b" in this document)

13a. Board Member's Report

NONE

13b. Requests for Future Agenda Items

- Discussion and possible action re: Adoption of District Purchasing Policy
- Discussion and possible action re: Purchase of Weed Truck
- Discussion and possible action re: plan to collaborate with local tribal authorities to educate and better manage mosquito populations on tribal lands.
- Discussion and possible action re: District Manager JD MacKay's evaluation
- Discussion and possible action re: Assistant Manager position (need elaboration)
- Discussion and possible action re: Chair- and Vice-Chairperson openings on Board

14 Discussion and possible action re: Approval of Expenditures

- The Board requested that the font size on the expenditures report be enlarged, as it is difficult to read.

Trustee Jonte made a motion to approve the expenditures. Trustee Porteous seconded the motion. The motion carried unanimously with no opposition.

15 Public Comment

NONE

16 Adjournment

Vice-Chairman David Brown asked for a motion to adjourn the meeting.

Trustee Porteous made a motion to adjourn. Trustee Jonte seconded the motion.

The motion carried unanimously with no opposition. The meeting was adjourned at 6:31 PM.


SIGNATURE

Chairman or Vice-Chairman

12/18/2025
Date