

Teton County Mosquito Abatement District

Board of Trustees

Meeting Minutes

October 22, 2008

- I. **Call to order.** Dan Burr, called to order the above referenced meeting of the Teton County Mosquito Abatement District at 6:40pm on October 22, 2008 at the Emergency Services Building in Driggs, Idaho.
- II. **Roll call.** The following persons were present: Greg Adams, Dan Burr, Summer Winger, Sean Moulton and Angela Booker.
- III. **Review and Approval of Minutes.** Summer Winger made a motion to accept the minutes from the September 22, 2008 meeting, and Dan Burr seconded the motion. All voted in favor to accept the minutes.
- IV. **Open Meeting Laws.** Dan Burr asked Sean Moulton to explain how Board members may comply with applicable laws. Sean explained that Board members should avoid discussing subjects on which the Board will deliberate and vote, but it is acceptable to have general discussion. The quorum for this board is three members. Three Board members shall refrain from discussing (including conversation, email or texting) topics on which a vote may be taken. Greg Adams asked Sean Moulton to explain the ‘noticing’ requirements for meetings. Sean will research this matter to determine if meeting notices must be published, or if notices may be posted in two conspicuous public areas.
- V. **Old Business.**
 - a) **Director Possibilities.** Dan Burr began discussion regarding a Director. General discussion of Board members regarding John Holick, who works for Teton County Wyoming in mosquito abatement, idea of hiring both a director and field personnel, and hiring an experienced company. Another idea was that Greg Adams be given Director responsibilities and hire out remaining mosquito abatement duties. Dan Burr and Angela Booker stated they each believed a company that provides all services would be best option initially, rather than hiring personnel and purchasing equipment. Summer Winger and Sean Moulton stated they required more detailed bids in order to make a decision regarding a Director. Dan Burr to contact VDCI and arrange a meeting and/or presentation. Sean Moulton broached possibility the Board may be required to use Requests for Proposal (RFP) and bid process. Sean will check with Teton County attorney Bart Birch regarding the RFP. Greg Adams noted an RFP may be needed so that submitted bids compare the same items. Greg Adams will call Bingham County, Idaho and ask for their RFP for mosquito abatement services.
 - b) **Financial Plan.** Dan Burr asked Greg Adams to relay information from Teton County Commissioners (Commission/Commissioners) regarding a tax anticipation loan. The Commissioners cannot give a loan as they do not have available funds. Greg Adams then stated the Commission offered about \$10,000. Dan Burr stated the Board was going to ask about 50% of anticipated levy revenue so there would be enough to operate without a loan in subsequent years and \$10,000 was insufficient to accomplish mosquito abatement in 2009. Sean Moulton has experience obtaining a loan for a local urban renewal board and he will review the application process. The Commission must agree to the Board seeking a

Teton County Mosquito Abatement District

October 22, 2008

- loan and Sean Moulton will research that as well. Dan Burr asked Greg Adams to inform the Commission of the Board's intent to seek a loan rather than accept the offered funds.
- c) **Draft Pest Management Plan.** Dan Burr requested Greg Adams provide copies of the referenced draft he created to Board members. Greg Adams briefly discussed the document in general and specifically referenced grants available to landowners who modify mosquito sources, a "bite scale", and the "call lists". Board members are to review the document. Greg Adams asked if he should continue to finalize the plan. Dan Burr stated a hired company would have to create a Pest Management Plan based upon the Board's RFP. All Board members agreed more detailed information regarding specifics of mosquito abatement services from a company or John Holick were needed.
 - d) **Board Member Release.** Dan Burr relayed that Dr. Chad Horrocks asked to be released from the Board. Dan Burr asked those present for ideas. Sean Moulton will see if Dr. Thomas is an Idaho resident and/or available. Greg Adams suggested someone with banking experience. Dan Burr will check with Tim Waters regarding his finance background. Sean Moulton then suggested someone with an agricultural background as related activities may create mosquito source points. The Board may openly discuss prospective members because the Teton County Commission appoints Board members. Dan Burr asked everyone to return with names of interested parties.
 - e) **Mosquito Conference.** The Board currently has no funding for attendance. Sean Moulton stated that perhaps the Board could accept the Commission's financial offer so one or two people could learn about mosquito abatement in Idaho. Greg Adams will check on it.
 - f) **Next meeting.** There was a brief discussion of preferred meeting days and times. The fewest schedule conflicts at this point are Wednesdays in the evening. The next meeting will be on November 19, 2008 at 6:00pm in the Emergency Services Building in Driggs, Idaho. Sean Moulton voted to adjourn the meeting and Angela Booker seconded. All voted in favor of adjournment and the meeting ended.