

Benton County Mosquito Control District

**Meeting Minutes
Special Board Meeting
October 16, 2017**

I. Call to order

Cindy Gray called to order the special meeting of the Benton County Mosquito Control Board at 7:00 pm.

II. Roll call

The following Trustees were present: Richard Bloom, Rudy Cortez, Thomas Groom, Joe Schiessl and Cindy Gray.

Kevin Christensen and Jake Mokler were excused.

III. Guest Agenda Items

IV. Custom Survey – Salaries and Benefits

Diana Neelman, Executive Vice President for Compensation Resources, Inc. joined the meeting via conference call to present the results of the custom salary and benefits survey.

a) Salary Ranges - J. Schiessl moved to accept the salary ranges provided in Table 3 of the Supplemental Information provided by Compensation Resources, Inc. dated 10/16/2017. R. Bloom seconded. Motion passed with all in favor. The Manager was instructed to gather additional salary range data for the GIS/IT and Biologist/Vector Ecologist positions.

b) Cost of Living Adjustment - J. Schiessl moved to add a 2% Cost of Living Adjustment to employee wages for 2018. R. Bloom seconded. Motion passed with the following roll call vote:

R. Cortez	Aye	T. Groom	Aye
J. Schiessl	Aye	R. Bloom	Aye

c) Full Time Employee Salaries – T. Groom moved to increase the salaries of the full-time staff by 2% to account for added job responsibilities. R. Cortez seconded.

Motion passed with the following roll call vote:

R. Cortez	Aye	T. Groom	Aye
J. Schiessl	Aye	R. Bloom	Aye



- d) R. Bloom moved to increase the Manager's salary by an additional 2% to bring her salary closer to mid-range according to the salary survey. J. Schiessl seconded. Motion passed with the following roll call vote:

R. Cortez	Aye	T. Groom	Aye
J. Schiessl	Aye	R. Bloom	Aye

V. 2018 Preliminary Budget

The Manager presented the 2018 Preliminary Budget. Changes made since the September meeting include an increase in the Contingency fund to ensure the District has adequate reserves, and to account for any problems that may occur due to the new method of assessing properties. Also, additional revenue was added in the form of a transfer of \$23,000 from the Vehicle fund to the General fund. The 2018 Budget will be presented for a vote at the October 23rd meeting.

VI. Classification and Assessment of Benton County Properties


The Manger presented options for classifying properties based on the number of improved properties, unimproved properties, unique addresses, and unique taxpayer names as provided by the Benton County Assessor's Office.

- a) Classifications – R. Bloom moved to classify properties as all receiving a benefit from the services provided by the District. T. Groom seconded. Motion passed unanimously.
- b) Assessments – After discussion, R. Bloom moved to assess unimproved properties within Benton County a flat rate of \$5.00 per parcel, and improved properties at a flat rate of \$10.90 per parcel, plus a per acre fee of \$40.00 per acre for the first quarter acre of land, and \$0.50 per acre for all additional acreage. J. Schiessl seconded, and the motion passed with all in favor.

VII. Adjournment

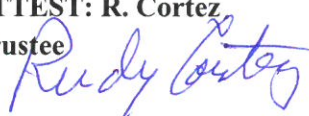
Cindy Gray adjourned the meeting at 8:50 p.m.

Respectfully Submitted:



Angela Beehler
Manager

ATTEST: R. Cortez
Trustee



ATTEST: C. Gray
President