

Benton County Mosquito Control District

Meeting Minutes Regular Board Meeting September 24th, 2018

I. Call to Order:

President Cindy Gray called to order the regular meeting of the Benton County Mosquito Control Board of Trustees at 7:00 p.m. at 4951 W Van Giesen Street, West Richland, WA.

II. Roll Call:

The following members were present: Kevin Christensen, Rudy Cortez, Richard Bloom, Joe Schiessl, Bill McKay, Cindy Gray, Thomas Groom, and Jake Mokler.

III. Approval of Minutes:

Richard Bloom moved to approve the minutes from the August 27th, 2018 meeting as written. Motion was seconded by Bill McKay. Motion passed unanimously.

IV. Guest Agenda Items:

There were no guest agenda items.

V. Financial Report:

A. Beehler discussed the financial report.

VI. Correspondence:

Kenneth Spencer from the Benton County Treasurer's office submitted a letter requesting removal of deleted properties from the 2018 assessment roll.

VII. Manager's Report:

A. Field Update – The seasonal field staff will be working through September with two employees staying on to handle maintenance and administrative duties. In 2018, 328 mosquito samples were tested in-house for West Nile virus; 12 samples came back positive. Washington state recently reported two travel related West Nile virus human cases. Trapping and testing has ended for the season.



VIII. Old Business:

- A. The Manager presented options for renaming the Vehicle Depreciation account held by the Benton County Treasurer's office. There are few allowable codes for mosquito control accounts in the State Auditor's BARS manual, and "Unreserved Cash and Investments" seems to be the most appropriate name for the account.
- B. 2019 Preliminary Budget – The Board discussed that the 2019 budget will account for the cash carryover and Vehicle Depreciation investment account balance combined under District budget line item 401, currently labeled "Contingency."

IX. New Business:

- A. Presentation by Courtney Cordic of Rain Away Gutters and Construction:

When the building was constructed no rain gutters were installed. Water and snow run off the roof near the front and back doors and allow ice to accumulate in the walkways. The runoff is also eroding the concrete in these areas. Ms. Cordic presented a bid to cut the existing roof material, add gutters, and direct water away from the entrances to the building.

Richard Bloom moved to accept the bid from Rain Away Gutters to install gutters, snow dams, and heat strips on the building at a cost not to exceed \$25,000. The motion was seconded by Kevin Christensen. Joe Schiessl discussed that this was a safety issue that should be addressed within the current year. Motion passed unanimously by roll call vote.

- B. Heating and Air Conditioning Unit Replacement:

The heating and air conditioning system is due for replacement. Three bids have been received for the project, but the closing date listed on the MRSC Small Works Roster is October 15th, 2018. The Board decided to table the issue until after the bid closing.

- C. Resolution 6-18: Resolution Removing Parcels from the 2018 Assessment Roll:

The Benton County Treasurer notified the District that several properties have been deleted from their system and asked that the following assessments be removed from the District rolls:

40ML55100000000	40MR27800000000	40MM55500000000
40MK18000000000	40MV34700000000	40MH45100000000
40MJ02700000000		

Joe Schiessl moved to remove the aforementioned assessments from the District rolls. Motion was seconded by Tom Groom. Motion passed unanimously.

D. Resolution 7-18: Resolution Establishing the Date for the Public Hearing Concerning the 2018 Budget Assessment:

Richard Bloom moved to adopt Resolution 7-18 establishing the public hearing for the 2019 budget and assessment rolls for Monday, October 22nd, 2018 at 7:00 p.m. at the District office in West Richland. Motion was seconded by Kevin Christensen. Motion passed unanimously.

E. W. E. Johnson Park Source Reduction:

A memorandum was submitted by Stephen Ingalls, Field Supervisor, providing details for a proposed project to remove silt and debris from flood control ditches in W. E. Johnson Park in Richland. This would involve hiring a contractor to clear 6,350 feet of ditches to allow easier access for mosquito control staff to check and treat for mosquito larvae.

Richard Bloom moved to authorize the manager to accept the lowest bid for the project with the stipulation that the total cost does not exceed \$8,000. Bill McKay seconded. Motion passed on a roll call vote with all in favor, except Joe Schiessl, who abstained.

X. Payment of Bills and Signing of Documents:

After a review by the Board, Rudy Cortez moved that warrant numbers 7258 through 7333 in the amount of \$132,610.89 be approved for payment, seconded by Richard Bloom. The motion passed unanimously.

XI. Adjournment:

With no further business to come before the Board, Cindy Gray adjourned the meeting at 8:45 p.m.

Respectfully Submitted:



Angela Beehler
District Manager



ATTEST: Kevin Christensen
Secretary



ATTEST: Cindy Gray
President