

Benton County Mosquito Control District

Meeting Minutes Regular Board Meeting January 24, 2022

I. Call to Order:

Board President, Cynthia Gray called to order the meeting of the Benton County Mosquito Control Board of Trustees at 7:06 PM on January 24, 2022.

Jessica Wadsworth, for her first Board meeting representing Benton City, was welcomed by the District Manager and all the Board members.

II. Roll Call:

The following members were present: Richard Bloom, Bill Moore, Thomas Groom, Jessica Wadsworth, and Cynthia Gray. All participants attended via Zoom. Kevin Christensen was unexcused.

III. Approval of Minutes for the August 23, 2021, Regular Meeting:

The Approval of Minutes was tabled until the next Board Meeting (March 28, 2022) due to the Minutes not being included in the Board packets and therefore, the Board not having an opportunity to adequately review them.

IV. Guest Agenda Items:

There were no Guest Agenda Items.

V. Financial Report:

Angela Beehler, District Manager, discussed that Resolution 1-22 will address the excess budget amount from the 2021 year.

VI. Correspondence:

There was no Correspondence.

VII. Manager's Report:

Angela Beehler, District Manager, provided her report:

District Manager provided a recap of the 2021 season including past tire drive collection numbers since 2005, total adult mosquitoes collected over the last 5 years, and a multiple-year comparison of acres treated, by ground and air, for mosquito larvae



and adult mosquitoes. District Manager also discussed the use of the drone for the 2021 season, the Water Harvester being used for the first time with plans of extended use in 2022, and the improvement to our Respiratory Protection Program including fit testing for all applicable workers.

A. Off-season activities / 2022 planning

District Manager is anticipating hiring 25 seasonal positions for the 2022 season. This will reflect the addition of 2 positions above 2021 numbers for drone operations and storm drain applications.

The 2022 Tire Drive is tentatively scheduled for April 23, 2022, but will be contingent upon working with multiple parties (the City of West Richland, Department of Ecology, and the selected tire recycling center (TBD)).

B. Vehicle update – shipping delays

District Manager indicated that we have still not received our one truck, ordered in 2020 for the 2021 season but it is expected to be delivered at some point before the beginning of the 2022 season. We are also expecting potential delays for the vehicles purchases in 2021 for the 2022 season, but we will not be short on needed vehicles so any potential delays in 2022 should be manageable.

C. AMCA Annual Meeting – Jacksonville, FL, Feb. 28 – March 4, 2022

District Manager reminded the Board about the upcoming American Mosquito Control Association (AMCA) Annual Meeting in Florida this year. District Manager explained that other Board Members have found the AMCA Annual Meeting to be a good way to gain a broader understanding of mosquito control across the country, learn about the latest research and innovations for mosquito abatement, a good social networking option, and an opportunity to increase overall mosquito knowledge.

VIII. Old Business:

District Manager informed the Board that Kennewick appointed a replacement for Bill McKay, as he was elected to the position of Mayor within the Kennewick City Council. The Richland position is still vacant.

IX. New Business:

A. Proposed Handbook Changes

District Manager discussed the proposed changes to the Employee Handbook. The majority of the proposed changes relate to the addition of “Seasonal Full Time” as an employee classification.

Thomas Groom moved to accept the proposed changes to the Employee Handbook. Bill Moore seconded the motion. Motion carried unanimously.

9.1 – Added Meeting Item – District Meeting / Training Meals

District Manager suggested, for the Board’s consideration, adding a section to the handbook to allow for District funds to be used, with limitations, for food and/or refreshments to be provided during District meetings and/or training sessions.

B. Board Officers – President and Secretary

Richard Bloom moved to keep the current officers, Cynthia Gray as President and Kevin Christensen as Secretary. Bill Moore seconded the motion. Motion passed unanimously.

C. Warrant Signers – Currently Cynthia, Richard, and Kevin

Current warrant signers will remain for 2022 and Thomas Groom volunteered to be added as an additional warrant signer.

D. Employee Relations Committee – Currently Richard, Kevin, and Bill McKay

Due to Bill McKay’s promotion to Mayor, there is a vacancy on the Employee Relations Committee. Jessica Wadsworth volunteered to replace Bill McKay. Richard Bloom agreed to stay on the committee. Kevin Christensen will remain on the committee unless he requests to be replaced.

E. Resolution 1-22 – Adding Funds to the 2022 Budget

Richard Bloom moved to adopt Resolution 1-22; “A Resolution Adding Funds to the 2022 Budget”. Thomas Groom seconded the motion.

The motions passed by the following roll call vote:

Richard Bloom (Aye), Thomas Groom (Aye), Bill Moore, (Aye), and Jessica Wadsworth (Aye).

F. Resolution 2-22 – Ratifying the steps for preparing the annual assessment roll

Richard Bloom suggested that item #1 be modified to “obtain the current shapefile of all Benton County properties.”

Richard Bloom moved to adopt Resolution 2-22; “A Resolution Ratifying the Steps for Preparing the Annual Assessment Roll,” as amended. Thomas Groom seconded the motion.

The motions passed by the following roll call vote:

Richard Bloom (Aye), Thomas Groom (Aye), Bill Moore, (Aye), and Jessica Wadsworth (Aye).

- G. Draft Memorandum of Understanding between the Benton County Assessor and Benton County Mosquito Control outlining responsibilities in preparing the annual assessment roll.

Thomas Groom asked if that item #1 be modified to include the Benton County Assessor's Office as a possible source to "obtain the current shapefile of all Benton County properties."

Richard Bloom suggested a timeline or set dates for each department and each event/request.

District Manager stated that this is a draft and changes could be made and looked into. District Manager suggested that if we had the final database of valid properties by January 5th, then we could review and return a finalized assessment by January 15th annually.

Cynthia Gray directed the District Manager to look into set dates for submitting and receiving data from the Assessor's and/or Treasurer's Offices, and to present those dates and any modifications to the Board at the next scheduled Board Meeting.

X. Payment of Bills and Signing of Documents:

Following review by the Board, Richard Bloom moved and Bill Moore seconded the motion to approve and sign warrant numbers 9514 through 9630, payroll direct deposits, and tax payments for a combined total of \$266,525.78.

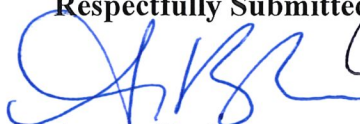
The motion passed by the following roll call vote:

Richard Bloom (Aye), Thomas Groom (Aye), Bill Moore (Aye), and Jessica Wadsworth (Aye).

XI. Adjournment:

Hearing no further business to come before the Board, Cynthia Gray adjourned the meeting at 8:50 PM.

Respectfully Submitted,



Cynthia Gray

Angela Beehler
District Manager

ATTEST: Cynthia Gray
Board President



ATTEST: Richard Bloom
Trustee