



SHASTA MOSQUITO AND VECTOR CONTROL DISTRICT

February 21, 2017

District Office, 19200 Latona Road, Anderson, CA 96007

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

1. Call to Order: District Board Vice President Larry Mower called the meeting to order at 1:00 P.M.

Roll Call

Trustees Present: Larry Mower, Vice President
Mike McNamara, Secretary
Ann Morningstar, Trustee

Trustees Absent: Vickie Marler, President

Others Present: Peter Bonkrude, District Manager
Darcy Buckalew, Administrative Office Manager
Guangye Hu, Assistant Manager
John Albright, Vector Ecologist

2. Pledge of Allegiance: The meeting opened with the Pledge of Allegiance. **Trustee Morningstar led the pledge of allegiance.**
3. Approval of Agenda: **A motion was made by Secretary McNamara and seconded by Trustee Morningstar to unanimously approve the agenda.**
4. Public Comment: Vice President Mower stated that this is the time for any person wishing to address the Board to do so.
5. Consent Calendar –
 - a) Minutes of the Regular Board Meeting held January 17, 2017.
 - b) January Payables in the amount of \$160,720.49. **A motion was made by Trustee Morningstar and seconded by Secretary McNamara and it was agreed to approve the consent calendar.**
6. Items Removed from the Consent Calendar –

7. Correspondence/Informational:

- a) Shasta Mosquito and Vector Control District Financial Report at 1/31/2017-
The District Manager stated that we are right where it is expected on the January financials the next property tax monies usually show up on the April/May financials.
- b) CERBT for quarter ended 12/31/2016- The District Manager stated this is the quarterly accounting to the District's Other Post-Employment Benefits which is being held in the District's California Employers' Retirement Benefit Trust (CERBT). In the last quarter the total market value summary was \$813,182.41. This is the first quarter since switching to CERBT Strategy 2 that we have a loss. The previous quarters have all had gains.
- c) VCJPA Member and Property Contingency Funds at 12/31/2016-The District Manager stated that this is the District's VCJPA Member Contingency Fund at the quarter and fiscal year ending 12/31/16 showing a balance of \$328,951. The Property Contingency Fund at the quarter and fiscal year ending 12/31/16 showing a balance of \$30,240.
- d) Shasta County Pooled Investments 12/31/16- The District Manager stated this is an accounting of Shasta County Pooled Investments.
- e) Strategic Plan Update- The District Manager stated this agenda item has been updated and sections highlighted for the staff and board members to view easily.
- f) Pesticide Award-The District Manager stated that the following vendors were awarded the pesticide award. Natular G30 –Clarke, VectoMax FG- Adapco, Perm X UL 30-30- Target and Altosid SR-20- Univar. The total amount for our spring purchase was \$56,943.42.
- g) Truck Award-The District Manager stated we received 4 bids. Lithia Chevrolet \$28,751.67 Lithia Toyota \$30,487, Roseville Toyota \$ 30,799.57, Taylor Motors GMC \$31,880. We have chosen to go with Lithia Chevrolet with the bid of \$28,751.67. The District Manager stated he would be contacting Lithia Chevrolet to approve the bid and get a delivery date.
- h) AMCA Conference update- verbal update from the District Manager and from the Assistant Manager. Vice President Mower congratulated Robert Ault for receiving the Young Professionals award and Haley Bastien for being awarded the Boyd-Ariaz Grassroots award.
- i) Shasta Mosquito and Vector Control District 2017-2018 proposed budget timeline-
The District Manager stated this is just a proposed budget timeline. We are starting our budget cycle again and this is a reference for the finance committee as well as the board. We will be trying to come close to this draft schedule. We will try to schedule some various times, possibly coinciding with the board meetings to minimize the committees travel time to the District.
- j) Building Project Update-Verbal-The District Manager stated he met and did a walk through with Hilbers construction, the sub-contractors and the Architects. The District

Manager stated he hoped to have some pricing by the end of the week. He added he would keep the board apprised of any updates.

8. Manager's Report – The District Manager stated despite having the fewest working days, February is always a busy one for the district. We know that once March hits, all bets are off and getting winter projects done may be impossible. So every attempt is made to move projects along and continue with the start of the season preparation. We have focused this report period on finalizing the district audit, which will show another year with a clean audit. This is important to note because this is the first fiscal year separated from the County and thanks to the hard work of Darcy Buckalew our Administrative Office Manager, we transitioned smoothly. This is also our final audit with Kcoe and Isom. We really enjoyed working with Holly Salisbury and her staff and will miss their expertise. The Board will soon see the projects that have been moved along; the beginning stages of the 2017-2018 budget, the curriculum and after thoughts from the first district created Supervisor/Manager training offsite, and continued information regarding the pay in lieu of abatement proposal. It still remains to be seen how this record setting precipitation will affect our mosquito abundance, but our thoughts go out to everyone affected by the flooding. The District Manager stated he was able to attend legislative day in Sacramento and met with Assemblyman Dahle and also an aide from Senator Gaines office to discuss two bills that MVCAC is supporting. The first is money the MVCAC is trying to carve out for mosquito research under the Department of Food and Agriculture and the second is a drone bill or unmanned aircraft systems (UAS). Our bill would allow us to apply pesticide from a UAS without having to have a pilot's license. Currently under federal law (FAA) you have to have a remote pilot's license to fly a UAS or to even apply pesticides with the UAS. The issue is in California in the California Department of Pesticide Regulation (CDPR) code it states for *any* plane you have to have a pilot's license to operate, it does not specify unmanned or manned and since UAS are referred to as an aircraft per CDPR code you have to have a pilot's license to apply pesticides from a UAS. This bill would change the wording that you would be able to fly and apply pesticides as long as you passed the FAA testing as well as have a Qualified Applicator License (QAL). This code was written a long time ago so to keep current with the technology the language needs to be reworded and updated. Secretary McNamara asked if we or other mosquito districts would use it for surveillance or applications. The District Manager stated that it would be used for both. At the AMCA the new UAS software utilizes a GPS system and you map your area and basically set and forget it. If the UAS runs low on product it marks where it left off comes back to re-fill and starts from where it left off. For our district it would benefit us with our vernal pools. The average time the UAS takes is about 50 acres in 3-4 minutes. The obstacles we are facing as a whole is the insurance and privacy issues as well as the rewording or the CDPR code for application purposes. The District Manager added that two other districts have purchased UAS's so we should be able to learn from the usage of their UAS.

9. Department Reports:

- a) Guangye Hu, Ph.D., Assistant Manager - Operations Report – The Assistant Manager stated during this report period, the Operations Department continued to focus on physical control, tick surveillance, overwintering mosquito survey, and maintenance of vehicles and equipment. Also, the Department started to check and treat early spring mosquitoes. The District received two service requests from Redding for mosquito presence. Staff inspected sources for breeding of *Aedes washinoi* in woodland ponds or depressions that filled with water; they also treated for the larvae at Anderson River Park, Turtle Bay

Exploration Park, and Oaks Gravel (in Girvan area) with pesticides. The female of this species lays eggs on the mud and organic material along the edges of receding water in these areas. Adults, generally present in early spring, are very aggressive and may be found in large numbers. Staff also checked and treated for treehole mosquitoes, *Aedes sierrensis*. Treehole mosquito larvae emerge into adults in March and remain in the area until early summer. They have a short flight range, are aggressive daytime biters, and are the primary vector of Canine Heartworm. Staff filled the treeholes with polyacrylamide, also called hydrogel, which expands in volume by absorbing water when applied, eliminating breeding of mosquito larvae and pupae in the treeholes. In comparison with a pesticide treatment, this method is more economical (use is an average of one ounce of product per treehole with a cost of less than half a dollar per treehole) this also has a long term solution (the product has proven to be effective in the treeholes for over a year) to control treehole mosquitoes. With polyacrylamide, staff has treated treeholes in the areas of Kids Kingdom, Gold Hills, and Civic Center and will expand the treatment to other areas. Staff also tried foam to seal the treeholes. The foam plug, however, may create an unpleasant look of the trees to the public, can be damaged by squirrels and fail to prevent water from getting in the treeholes.

- b) John Albright, Vector Ecologist – Vector Ecology Report –The Vector Ecologist stated the District continued to collect adult mosquitoes from three New Jersey-style light traps and various over-wintering sites throughout the District. We were able to complete an adult mosquito population profile of active mosquitoes in the off-season from the light trap data. Also we collected quite a lot of *Culex spp.* mosquitoes from their over-winter resting sites, which are being held for virus testing sometime around the end of February. We were surprised to find that some of these mosquitoes caught in early February had blood-fed already. This is contrary to most dogma about the behavior of these types of mosquitoes in winter time. Weekly tick surveillance and collection continued at 20 surveillance locations throughout this report period. Prodigious precipitation made surveillance difficult and tick populations seemed generally lower overall than they have been in past years at this time (Figures 3 and 5). There have been some indications that tick populations will recover dramatically if there is any prolonged warming trend since the abundant precipitation actually favors tick survival in the long term. The District submitted 114 *Ixodes pacificus* tick samples (pools) of from 3 to five ticks each to Placer County MVCD to be tested for the presence of *Borrelia burgdorferi* and *Borrelia miyamotoi*, human pathogens known to be transmitted by these types of ticks. Both *Borrelia burgdorferi*, the causative agent for Lyme disease and *Borrelia miyamotoi* were found at multiple sites within the District.

10. Committee Reports

- a) Executive –
- b) Financial –
- c) Personnel Committee–
- d) Oversight Committee–The District Manager stated he attended a meeting and they voted to pay some bills. They are looking county wide to consolidate all the oversight committees into one county wide committee. There is no consensus when this will happen.
- e) Ad Hoc Build Committee–

11. Old Business:

12. New Business:

- a) Discussion and/or Acceptance of the Independent Audit of the District's 2015-2016 financial statements. Summary written by Holly L. Salisbury, CPA from KCoe Isom Certified Public Accountants. The District Manager stated to effectively perform financial stewardship of the District, an annual independent audit is conducted. This annual report should be a comprehensive annual financial report that includes audited "basic financial statements", audited fund statements and statistical sections. This report should be prepared in conformity with generally accepted accounting principles (GAAP). Per letter written by Holly Salisbury, Attached are the final financial statements for presentation to the Board. The following are my comments that I would make in presenting the Financial Statements to the Board. The audit went well this year but was definitely more challenging with the transition to maintaining your own Quickbooks file rather than having the County do the accounting for you. As noted in our opinions on page 1 and page 36, our opinions were unmodified and we did not identify areas of internal control weaknesses. There were no new accounting standards implemented in the current year so there were no significant changes to the financial statement presentation. The new pension accounting standard, GASB 68, was implemented in the prior fiscal year and continued in the current fiscal year with updates from CalPERS on Deferred Outflows and Inflows and the Net pension liability. There were no other large changes in the financial statements of note. Let me know if you have any questions. **A motion was made by Secretary McNamara and Seconded by Trustee Morningstar and it was agreed unanimously to accept the Independent Audit of the District's 2015-2016 financial statements as well as the summary written by Holly L. Salisbury, CPA from KCoe Isom Certified Public Accountants.**
- b) Discussion and/or approval to authorize the District Manager to solicit bids from contractors providing aerial reconnaissance aimed at locating unknown backyard neglected pools and water features in an amount not to exceed \$11,000.00 from account #34800- Professional and Specialized Expenses, select the lowest responsible bidder, and approval to pay the contractor for service rendered The District Manager stated neglected swimming pools continue to be a problem for "urban" mosquito breeding throughout our District boundaries. Often, when notified about these pools by neighbors or complaints, these sources have already had time to produce hundreds if not thousands of mosquitoes that have the potential to transmit disease. In an effort to be proactive the District has for the past six years contracted with an aerial surveillance company to provide reconnaissance for neglected pools and water features. The survey will cover Anderson, Redding, and Shasta Lake City. The contractor will provide the District with high resolution digital photographs, GPS coordinates and all the information on a CD or other media. The flyover will be planned for late May or early June, 2017. Vice President Mower asked if the amount of neglected pools have decreased over the years. The District Manager stated yes the District is seeing fewer WNV positive pools but we are still getting 70 plus new pools each year. In the future if we see a consistent significant reduction in neglected pools we will revisit the need for aerial reconnaissance. **A motion was made by Trustee Morningstar and Seconded by Secretary McNamara and it was agreed unanimously to authorize the District Manager to solicit bids from contractors providing aerial reconnaissance aimed at**

locating unknown backyard neglected pools and water features in an amount not to exceed \$11,000.00 from account #34800- Professional and Specialized Expenses, select the lowest responsible bidder, and approval to pay the contractor for service rendered.

13. Trustee Comments, Requests for Future Agendas Items and/ or Staff Actions: *The Board may not legally take action on any item presented at this time other than to direct staff to investigate a complaint or place an item on a future agenda unless (1) by a majority vote, the Board determines that an emergency situation exists, as defined by Government Code Section 54956.5, or (2) by a two-thirds vote, the board determines that the need for action arose subsequent to the agenda being posted as required by Government Code Section 54954.2(a).* Trustee Morningstar stated she believed there was a drone manufacturing plant going in the Stillwater Business Park soon. The District Manager stated the City of Redding lifted their ban on urban bee keeping. So as of now you are able to keep bees within the city limits. There is no organized platform to reach out to the bee keepers so we will be looking at a way to invite them to a meeting at some point in the future.

14. ADJOURNMENT –

Upcoming Events and SMVCD Office Schedule:

- *March 21, 2017 Shasta MVCD Regular Board of Trustees Meeting (SMVCD Boardroom)*
- *March 24-26 Spring Home and Garden Show, Shasta District Fair Grounds*
- *March 26-29, 2017 MVCAC Annual Conference, San Diego, CA*
- *April 1, 2017 Love your Pet Expo, Shasta District Fair Grounds*
- *April 18, 2017 Shasta MVCD Regular Board of Trustees Meeting (SMVCD Boardroom)*
- *April 22, 2017 Whole Earth and Watershed Festival, Redding City Hall*

Upcoming Training:

- **Available anytime: web-based, required (every 2 years) Ethics Compliance Training – AB1234 -** paste the following link into browser: <http://fppc.gov/index.php?id=477>. Once you have completed this course, be sure to print out your certificate of completion and bring a copy to the office for our files.

The Board meeting was adjourned at 2:08 p.m.

MINUTES APPROVED: _____
